

# **Administration and Regulation Appropriations Subcommittee**

## **Compilation of Department Responses to Subcommittee Questions**

**Legislative Services Agency**

**February 11, 2009**

# **Department of Administrative Services**



**Responses to Questions from the Joint Administration and Regulation Subcommittee**  
*February 17, 2009*

**Q1): How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?**

A1: Since 2007, DAS has added 13 new FTEs. Five of these positions are paid through the General Fund.

Overall, there are 496 employment positions within DAS, 70 of which remain vacant (426 active). 72 FTEs within DAS are funded by the General Fund, the rest are funded through utilities and marketplace services.

*See Attachments "A" and "B" for precise number of new positions as well as all positions within DAS.*

**Q2): How will you implement the 1.5% across the board cut for FY 2009?**

A2: Implementing a combination of staff reassignment and DAS carved \$104,668 from its general fund operations budget. An additional \$117,415 was automatically cut from line item appropriations in utilities, federal cash management, unemployment compensation and the Municipal Police and Fire Retirement account. Total ATB was \$222,083.

*See Attachment "C".*

**Q3): How will you implement the Governor's recommended deappropriation for FY 2009?**

A3: DAS will respond to the Governor's recommended deappropriation with a combination of staff changes and elimination of travel for a total of \$132,470.

*See Attachment "C".*

**Q4): Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.**

A4: Governor Culver has invoked executive privilege regarding specifics of the budget cuts requested from department directors and has requested that we respect his decision to invoke this privilege. However, the proposal we submitted included:

- Not filling vacant positions
- Cutting professional services
- Cutting or eliminating out-of-state travel

**Q5): If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.**

A5: A cut of ten percent to the DAS budget would total \$631,691. A reduction of this size will likely impact the ability of DAS to provide administrative support to customer agencies as quickly and efficiently as is the current case.

Specifically impacted areas would include the timely publication of the Iowa Comprehensive Annual Financial Report, centralized payroll services, functional support of I/3 and services associated with ceremonial spaces such as the Capitol, Ola Babcock Miller Building and Historical Building.

A ten percent cut would likely result in the elimination of 7-8 FTEs funded by the General Fund.

**Q6): What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?**

A6: Assets

**DAS-Motor Pool** – DAS Motor Pool is assigned 244 vehicles, available for agencies to rent for short-term trips. Of this number, 216 (93 are hybrid electric or fueled by E85) are rented out to agencies and will be driven more than 3.5 million miles in FY09. Departments and agencies are not required to use our motor pool services, as DAS competes with the private sector for rental business associated with our limited customer base. The remaining vehicles in the department are used primarily for Complex facilities and grounds maintenance.

A fiscal note prepared in February, 2007 compared the annual operational costs of Motor Pool vehicles to the costs that would be incurred if vehicles were rented under the terms of a contract in place at the time with a rental car service. Based on 208 vehicles and 3 million miles driven, the annual costs for outside rental were \$710,000 higher.

The purchase price value of the Motor Pool inventory is \$3,310,990.71. Anticipated sale of the Motor Pool assets are estimated to be 40% of the original purchase price, or \$1,324,396.20. Revenue from the sale of the Motor Pool would cover less than two years of the increased costs from renting vehicles from an outside vendor.

**DAS-ITE Print and Letter Shop** – ITE - Print owns and operates printers, bindery equipment and mail inserters and, in the last 24 months, replaced/purchased state-of-the-art printers that drive service delivery. If this established service delivery model is changed, the physical assets could become available. In an industry with constant technological growth and capabilities, it is difficult to assess the current value of DAS-ITE Print assets. Additionally, the prices the State might pay for similar service is not known. No general fund monies are used in this service line.

**Additional Background:** The State of Iowa consolidated print services in 1967 to eliminate duplicative efforts between state agencies and reduce costs. DAS assumed responsibility for print services in 2003 per IAC 11-102.4(8A) and DAS print services combined with ITE mainframe services in 2006. The largest portion of this operation supports mainframe print services for DHS, IWD, DPH, IDR, DAS-SAE with regard to the printing of state warrants and benefit statements. Most of this information has client sensitive data and is required to be handled securely.

DAS print services is a non-appropriated operation providing comparable market place services to state agencies at cost and not for profit. To discontinue the internal operation the State would forfeit its investments and the annual savings provided by recently installed equipment. Ceasing print operations



would likely be a permanent decision as it would be cost-prohibitive to start over. Private industry is not a guaranteed solution based on current economic and industry trends where hundreds of companies are ceasing operations, some unannounced. Print services are maintained by numerous other states to provide agencies a guaranteed capability to comply with statutory requirements and meet customer service and security expectations. The current model of consolidation of statewide printing services continues to be an economic and efficient system.

#### **Services that could be competitively sourced**

***Microfiche*** – DAS-ITE is considering replacing the current microfiche archive with online storage. Customer agencies could then outsource their microfiche needs.

Department of Administrative Services  
Listing of all DAS positions  
Positions funded by the General Fund identified  
As of January, 2009

Position Description	EMPNO / Vacant	Est. Annualized Total Cost	Note	General Fund %	General Fund \$
Exec Secretary	17281	78,981		100	78,981
Attorney 3	5668	125,620	(1)	51	64,066
Exec Officer 5	16219	138,648		100	138,648
Exec Officer 2	Vacant	80,171	(6)	100	80,171
Exec Officer 4	Vacant	108,843	(6)	100	108,843
Director DAS	Vacant	192,875		100	192,875
Exec Officer 2	Vacant	80,171	(4)		
Executive Officer 3	Vacant	92,511	(4)		
Info Specialist 1	59667	58,109	(4)		
Info Specialist 2	43624	67,599	(4)		
Info Specialist 2	41594	69,594	(4)		
Public Service Executive 3	58269	93,287	(4)		
Admin Assistant 1	31579	59,886	(4)		
Public Service Executive 5	53910	136,998	(4)		
Purchasing Agent 3	43133	89,092	(4)		
Info Tech Specialist 5	Vacant	92,515	(4)		
Info Tech Specialist 5	40879	108,465	(4)		
Accountant 4	1779	125,231	(4)		
Exec Officer 2	Vacant	80,171	(4)		
Accounting Technician 2	57766	46,954	(4)		
Accounting Technician 2	60453	53,924	(4)		
Accounting Technician 2	52213	54,979	(4)		
Accounting Technician 2	4976	62,872	(4)		
Accounting Technician 2	Vacant	46,345	(4)		
Accounting Technician 3	7160	66,408	(4)		
Accounting Technician 3	1465	69,225	(4)		
Accountant 2	6969	76,072	(4)		
Accountant 4	6667	99,371	(4)		
Clerk Advanced	17289	49,402	(4)		
Clerk Advanced	17299	49,516	(4)		
Clerk Specialist	32646	47,621	(4)		
Clerk Specialist	6962	51,041	(4)		
Public Service Supervisor 1	47608	63,342	(4)		
Budget Analyst 3	51255	69,123	(4)		
Budget Analyst 3	18565	88,980	(4)		
Budget Analyst 3	51264	91,112	(4)		
Accounting Technician 3	51056	56,890	(4)		
Accounting Technician 3	58266	60,710	(4)		
Accounting Technician 3	27323	60,909	(4)		
Accounting Clerk 2	58895	47,800	(4)		
Accountant 4	40340	100,860	(4)		
Executive Officer 3	6800	114,790	(4)		
Executive Officer 3	Vacant	92,511	(4)		
Executive Officer 4	40385	132,967	(4)		
Info Tech Specialist 5	Vacant	92,515	(4)		
Utility Worker	Vacant	29,286		100	29,286
Accounting Technician 2	28525	55,492		100	55,492
Accounting Technician 2	28799	56,305		100	56,305
Accounting Technician 2	8243	56,479		100	56,479
Accounting Technician 2	18555	58,012		100	58,012
Accounting Technician 2	18554	61,972		100	61,972
Accounting Technician 3	18273	63,171		100	63,171
Accounting Clerk 2	6793	56,284		100	56,284
Accountant 3	1718	92,520		100	92,520

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Fiscal & Policy Analyst Senior	18562	108,283		100	108,283
Fiscal & Policy Analyst Senior	18576	118,161		100	118,161
Fiscal & Policy Analyst	36130	84,255		100	84,255
Fiscal & Policy Analyst	30408	100,150		100	100,150
Fiscal & Policy Analyst	29669	100,781		100	100,781
Fiscal & Policy Analyst	39106	101,010		100	101,010
Fiscal & Policy Analyst	18573	101,050		100	101,050
Fiscal & Policy Analyst	18575	101,387		100	101,387
Fiscal & Policy Analyst	1742	101,477		100	101,477
Fiscal & Policy Analyst	17682	101,477		100	101,477
Fiscal & Policy Analyst	18574	104,448		100	104,448
Human Resource Technical Spec	18566	61,108		100	61,108
Human Resource Technical Spec	33401	63,925		100	63,925
Public Service Executive 4	18251	122,086		100	122,086
Public Service Executive 5	18571	143,453		100	143,453
Accounting Technician 3	33986	57,553		100	57,553
Accounting Technician 3	18848	66,219		100	66,219
Accounting Technician 3	25314	66,814	(1)	40	26,726
Accountant 3	13473	67,878		100	67,878
Admin Assistant 2	36728	60,995		100	60,995
Executive Officer 3	18551	112,474		100	112,474
Fiscal & Policy Analyst Senior	49718	83,660		100	83,660
Fiscal & Policy Analyst Senior	33760	93,688		100	93,688
Fiscal & Policy Analyst Senior	1778	108,805		100	108,805
Fiscal & Policy Analyst Senior	18552	112,246		100	112,246
Fiscal & Policy Analyst Senior	4473	123,878		100	123,878
Personnel Mgmt Prog Coordinator	17294	112,611		100	112,611
Executive Officer 4	18563	125,720		100	125,720
Public Service Supervisor 1	54533	49,558	(1)	40	19,823
Public Service Supervisor 3	33059	81,528	(1)	61	49,732
Public Service Executive 1	37708	62,198	(1)	50	31,099
Custodial Worker	58083	32,784	(1)		
Custodial Worker	28410	38,193	(1)		
Custodial Worker	46263	39,327		100	39,327
Custodial Worker	57950	39,763	(1)		
Custodial Worker	54036	40,726		100	40,726
Custodial Worker	51976	41,308		100	41,308
Custodial Worker	27349	42,438		100	42,438
Custodial Worker	6914	42,438		100	42,438
Custodial Worker	49255	42,694		100	42,694
Custodial Worker	30154	47,675		100	47,675
Custodial Worker	32479	53,168		100	53,168
Custodial Worker	6922	53,643		100	53,643
Custodial Leader	31518	53,361		100	53,361
HVAC Technician	6861	79,514		100	79,514
Executive Officer 1	32942	86,073	(1)		0
Human Resource Technical Spec	56309	49,220		100	49,220
Executive Officer 2	40041	76,955		100	76,955
Energy Management Technician	52072	75,002		100	75,002
Personnel Mgmt Prog Coordinator	58748	85,836	(1)		0
Admin Assistant 2	59597	53,776			
Training Specialist 2	56787	66,857			
Training Specialist 2	VACANT	72,826			



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Training Specialist 2	55011	77,093			
Secretary 1	56085	49,056			
Executive Officer 1	59392	79,970			
Executive Officer 3	6697	111,402			
Executive Officer 3	43412	114,945			
Executive Officer 4	6788	122,651			
Directory Dept Info Tech	VACANT	192,875			
Executive Secretary	6779	78,984	(2)		
Info Tech Support Worker 4	VACANT	48,529			
Info Tech Specialist 3	6708	89,644			
Info Tech Specialist 4	42074	84,272			
Info Tech Specialist 4	41890	88,330			
Info Tech Specialist 4	27241	90,882			
Info Tech Specialist 4	45152	95,028			
Info Tech Specialist 4	41881	100,529			
Info Tech Specialist 4	VACANT	80,171			
Info Tech Specialist 4	VACANT	80,171			
Info Tech Specialist 4	VACANT	80,171			
Info Tech Specialist 4	VACANT	80,171			
Info Tech Specialist 4	VACANT	80,171			
Info Tech Specialist 5	57523	94,912			
Info Tech Specialist 5	6767	108,450			
Info Tech Specialist 5	4821	108,896			
Info Tech Specialist 5	6803	109,269			
Info Tech Specialist 5	6695	111,370			
Info Tech Specialist 5	6805	111,402			
Info Tech Specialist 5	6700	111,402			
Info Tech Specialist 5	48665	113,024			
Info Tech Specialist 5	5542	114,045			
Info Tech Specialist 5	6801	114,459			
Info Tech Specialist 5	36542	114,794			
Info Tech Specialist 5	6684	114,945			
Info Tech Specialist 5	5188	115,237			
Info Tech Specialist 5	42468	117,849			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Specialist 5	VACANT	92,511			
Info Tech Admin 2	49901	118,275			
Info Tech Admin 2	VACANT	103,896			
Info Tech Admin 4	47473	158,779			
Info Tech Enterprise Expert	41998	124,123			
Info Tech Enterprise Expert	47767	154,047	(2)		
Info Tech Enterprise Expert	47764	162,749			
Executive Officer 2	54171	97,786			
Info Tech Specialist 3	VACANT	69,927			
Info Tech Admin 3	39277	132,903			



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Info Tech Admin 3	6727	140,820			
Info Tech Admin 3	30024	144,746			
Info Tech Admin 4	7192	156,498			
Info Tech Support Worker 3	6743	53,738			
Info Tech Support Worker 3	1012	56,347			
Info Tech Support Worker 4	57993	43,841			
Info Tech Support Worker 4	6747	58,841			
Info Tech Support Worker 4	01680	61,949			
Info Tech Support Worker 4	6736	64,594			
Info Tech Support Worker 4	6757	73,862			
Info Tech Support Worker 4	Vacant	48,529			
Info Tech Support Worker 4	Vacant	48,529			
Info Tech Speicalist 2	25960	68,669			
Info Tech Speicalist 2	33677	71,747			
Info Tech Speicalist 2	6763	76,115			
Info Tech Speicalist 2	6761	78,757			
Info Tech Speicalist 2	6190	80,727			
Info Tech Speicalist 2	6762	80,846			
Info Tech Speicalist 2	6193	85,263			
Info Tech Speicalist 3	6765	85,177			
Info Tech Speicalist 3	6196	88,744			
Info Tech Speicalist 3	5633	96,746			
Info Tech Speicalist 3	Vacant	69,927			
Info Tech Speicalist 3	Vacant	69,927			
Info Tech Speicalist 4	13479	100,305			
Info Tech Speicalist 4	6784	104,761			
Info Tech Speicalist 4	6756	105,155			
Info Tech Speicalist 5	39465	87,315			
Info Tech Speicalist 5	47063	87,347			
Info Tech Speicalist 5	57512	99,533			
Info Tech Speicalist 5	60344	101,471			
Info Tech Speicalist 5	33061	103,918			
Info Tech Speicalist 5	6715	108,106			
Info Tech Speicalist 5	6802	111,402			
Info Tech Speicalist 5	29293	114,045			
Info Tech Speicalist 5	39990	114,645			
Info Tech Speicalist 5	42726	118,341			
Info Tech Speicalist 5	33380	118,524			
Info Tech Speicalist 5	6179	121,159			
Info Tech Speicalist 5	6791	121,974			
Info Tech Speicalist 5	6783	133,799			
Info Tech Speicalist 5	Vacant	92,511			
Info Tech Admin 1	6771	109,279			
Info Tech Admin 1	6768	111,890			
Info Tech Enterprise Expert	36614	165,144			
Management Analyst 4	VACANT	84,042			
Info Tech Speicalist 5	6797	127,409			
Info Tech Speicalist 5	31179	127,906			
Info Tech Speicalist 5	Vacant	92,511			
Secretary 1	Vacant	40,456			
Mail Clerk 1	54117	39,413			
Mail Clerk 2	18652	56,775			
Admin Assistant 1	7004	53,652			

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Admin Assistant 2	6668	67,679			
Public Service Executive 1	26672	89,218			
Bindery Worker	60240	51,024			
Graphic Artist	55407	52,753			
Graphic Artist	44259	66,602			
Reproduction Equipment Oper 2	6999	51,753			
Reproduction Equipment Oper 2	28442	53,018			
Reproduction Equipment Oper 2	7005	53,982			
Reproduction Equipment Oper 2	6990	54,882			
Reproduction Equipment Oper 2	56439	55,334			
Reproduction Equipment Oper 2	60088	55,361			
Reproduction Equipment Oper 2	59241	16,047			
Reproduction Equipment Leader	35406	62,909			
Infor Tech Specialist 4	47126	86,359			
Infor Tech Specialist 4	51742	90,758			
Infor Tech Specialist 4	41774	94,870			
Infor Tech Specialist 4	6733	99,237			
Infor Tech Specialist 4	Vacant	80,171			
Infor Tech Specialist 5	47125	90,295			
Infor Tech Specialist 5	6696	111,402			
Infor Tech Specialist 5	6723	118,782			
Info Tech Enterprise Expert	43570	163,598			
Exec Officer 2	Vacant	80,171			
Infor Tech Specialist 5	6724	116,086			
Info Tech Enterprise Expert	43640	133,820			
Info Tech Enterprise Expert	43358	173,981			
Info Tech Enterprise Expert	49384	174,360			
Info Tech Enterprise Expert	42007	185,354			
Infor Tech Specialist 3	6712	85,663			
Infor Tech Specialist 4	6728	100,804			
Infor Tech Specialist 5	6796	111,074			
Infor Tech Specialist 5	1976	104,108			
Infor Tech Specialist 4	4825	152,259			
Infor Tech Specialist 4	Vacant	137,631			
Infor Tech Specialist 4	3096	100,931			
Infor Tech Specialist 5	27468	109,435			
Infor Tech Specialist 3	57596	75,858			
Infor Tech Specialist 4	55894	91,872			
Infor Tech Specialist 4	60095	100,378			
Infor Tech Specialist 4	47916	101,050			
Infor Tech Specialist 4	17295	101,477			
Infor Tech Specialist 5	60396	85,803			
Infor Tech Specialist 5	58910	101,005			
Infor Tech Specialist 5	39493	105,318			
Infor Tech Specialist 5	1983	111,324			
Infor Tech Specialist 5	6709	112,704			
Infor Tech Specialist 5	57603	116,699			
Infor Tech Specialist 5	6726	119,966			
Infor Tech Specialist 5	6719	122,010			
Infor Tech Specialist 5	6720	122,536			
Info Tech Admin 3	Vacant	119,652			
Info Tech Admin 4	58272	128,661			
Infor Tech Specialist 5	46925	4,272			

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Infor Tech Specialist 5	6692	14,893			
Infor Tech Specialist 5	20230	16,553			
Purchasing Agency 1	Vacant	119,652			
Purchasing Agency 3	57607	75,928			
Purchasing Agency 3	6953	76,477			
Purchasing Agency 3	41926	76,557			
Purchasing Agency 3	30099	77,298			
Purchasing Agency 3	6952	82,957			
Purchasing Agency 3	6664	85,767			
Purchasing Agency 3	32829	88,318			
Purchasing Agency 3	6955	89,644			
Purchasing Agency 3	27888	93,292			
Purchasing Agency 3	6957	93,463			
Purchasing Agency Supervisor	6958	101,404			
Executive Officer 1	36254	68,820	(1)	50	34,410
Executive Officer 2	565	84,308			
Executive Officer 3	34881	109,397			
Management Analyst 2	Vacant	60,905			
Public Service Executive 4	16139	128,242			
Clerk	28171	15,274			
Clerk	Vacant	32,214			
Purchasing Agent 1	54400	55,768			
Public Service Executive 4	6970	125,610	(1)		
Automotive Service Worker	50457	40,250			
Mechanic	58955	54,586			
Mechanic	60473	57,894	(5)		
Mechanic - correction	60473		(5)		
Mechanic	23612	61,542			
Mechanic	43747	68,613			
Mechanic	6977	82,487			
Mechanic	Vacant	50,791			
Automotive Shop Supervisor	6980	78,234	(1)		
Secretary 2	17336	61,145	(1)		
Vehicle Dispatcher	Vacant	40,456			
Vehicle Fleet Supervisor	50336	40,853			
Automotive Service Worker	59997	40,198			
Automotive Service Worker	Vacant	35,269			
Insurance Program Specialist	57127	85,010			
Mail Clerk 1	59337	28,154			
Mail Clerk 2	59204	26,735			
Mail Clerk 2	Vacant	36,969			
Mail Clerk 2	54001	38,670			
Mail Clerk 2	59659	41,526			
Mail Clerk 2	55125	41,856			
Mail Clerk 2	57513	42,579			
Mail Clerk 2	37045	45,510			
Mail Clerk 2	6669	51,544			
Public Service Supervisor 3	6678	78,084			
Driver	32951	49,986			
Driver	6960	55,791			
Public Service Executive 5	17298	143,314			
Word Processor 2	Vacant	37,944			
Admin Assistant 2	54000	60,772			



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Personnel Mgmt Specialist	60561	38,307			
Personnel Mgmt Specialist	60472	46,120			
Personnel Mgmt Specialist	56682	51,573			
Personnel Mgmt Specialist	18780	58,871			
Personnel Mgmt Spec Advanced	55318	43,249			
Personnel Mgmt Spec Advanced	55898	64,586			
Personnel Mgmt Spec Advanced	59814	67,255			
Personnel Mgmt Spec Advanced	51977	67,711			
Personnel Mgmt Spec Advanced	38865	81,973			
Personnel Mgmt Spec Advanced	17326	88,980			
Personnel Mgmt Spec Advanced	53539	97,006			
Personnel Mgmt Spec Advanced	17345	97,906			
Personnel Mgmt Spec Advanced	41138	99,117			
Personnel Mgmt Spec Advanced	17328	99,249			
Personnel Mgmt Spec Advanced	17313	101,403			
Personnel Mgmt Spec Advanced	17316	101,437			
Personnel Mgmt Spec Advanced	3603	105,677			
Personnel Mgmt Spec Advanced	Vacant	76,408			
Personnel Mgmt Spec Advanced	Vacant	76,408			
Personnel Mgmt Prog Coordinator	Vacant	92,518			
Human Resource Technical Asst.	8635	56,324	(1)		
Human Resources Associate	6665	73,214	(1)		
Public Services Executive 4	17286	133,174			
Admin Assistant 2	58370	55,691			
Accountant 2	17355	83,542			
Personnel Mgmt Specialist	59822	58,780			
Personnel Mgmt Specialist	54495	65,934			
Personnel Mgmt Specialist	17290	75,931			
Personnel Mgmt Spec Advanced	17351	99,205			
Personnel Mgmt Spec Advanced	17343	103,587			
Personnel Mgmt Spec Advanced	33856	104,144			
Personnel Mgmt Prog Coordinator	40170	114,875			
Human Resources Technical Spec	17353	67,461			
Human Resources Technical Spec	17291	67,689			
Public Service Executive 4	31628	129,141			
Attorney 3	17419	129,141			
Retire Benefits Officer Sr.	33418	82,074			
Personnel Mgmt Specialist	58261	46,456			
Personnel Mgmt Specialist	17339	78,081			
Personnel Mgmt Specialist	17359	81,582			
Personnel Mgmt Spec Advanced	56307	90,356			
Personnel Mgmt Spec Advanced	43652	93,053			
Personnel Mgmt Spec Advanced	1177	94,997			
Personnel Mgmt Spec Advanced	17361	98,044			
Personnel Mgmt Prog Coordinator	17314	102,407			
Personnel Mgmt Prog Coordinator	17340	114,518			
Personnel Mgmt Prog Coordinator	Vacant	92,511			
Human Resources Technical Asst.	31063	48,414			
Human Resources Technical Asst.	42160	55,111			
Human Resources Technical Asst.	56434	56,112			
Human Resources Technical Spec.	17341	64,374			
Human Resources Technical Spec.	17364	64,384			
Public Service Executive 4	17352	125,792			

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Positions funded by the General Fund identified  
As of January, 2009

Position Description	EMPNO / Vacant	Est. Annualized Total Cost	Note	General Fund %	General Fund \$
Info Tech Specialist 4	17417	95,810			
Secretary 1	57310	37,006	(1)		
Warehouse Operations Worker	6963	62,199	(1)	26	16,172
Executive Officer 1	51851	74,883	(1)		
Executive Officer 2	6870	86,774	(1)		
Management Analyst 2	Vacant	60,905			
Safety Officer	59847	66,077	(1)	25	16,519
Public Service Executive 4	48147	106,627	(1)	15	15,994
Public Service Executive 4	6881	127,096	(1)	45	57,193
Electronic Engineer Technician	29097	95,514	(1)	26	24,834
Nursery Worker 1	60039	37,409	(1)		
Nursery Worker 2	52542	56,066	(1)	26	14,577
Nursery Worker 2	53394	69,465	(1)		
Custodial Worker	58726	11,839			
Custodial Worker	60524	12,606			
Custodial Worker	59603	12,734			
Custodial Worker	57961	26,996			
Custodial Worker	58636	31,787	(1)	75	23,840
Custodial Worker	56838	33,433			
Custodial Worker	53294	34,646			
Custodial Worker	53127	34,883			
Custodial Worker	49753	36,003			
Custodial Worker	59604	37,125			
Custodial Worker	51853	37,220			
Custodial Worker	58661	37,840	(1)		
Custodial Worker	58268	38,194			
Custodial Worker	54035	39,076			
Custodial Worker	6918	41,967			
Custodial Worker	39200	43,994			
Custodial Worker	6927	44,786			
Custodial Worker	28758	45,059			
Custodial Worker	1206	45,734			
Custodial Worker	6895	46,862			
Custodial Worker	31520	46,917			
Custodial Worker	6912	47,190			
Custodial Worker	6887	47,231			
Custodial Worker	6909	47,338			
Custodial Worker	6923	47,569			
Custodial Worker	31371	47,657			
Custodial Worker	38311	47,903	(1)	100	47,903
Custodial Worker	37435	48,629			
Custodial Worker	6891	48,705			
Custodial Worker	56693	50,572			
Custodial Worker	Vacant	33,719			
Custodial Leader	6885	52,338	(1)	22	11,514
Custodial Leader	31515	56,962	(1)	22	12,532
Energy Management Technician	28624	81,430	(1)	100	81,430
Energy Management Technician	Vacant	33,719			
Maintenance Worker 2	54873	41,426	(1)	50	20,713
Maintenance Worker 2	Vacant	38,594			
Maintenance Worker 2	56522	50,819	(1)	26	13,213
Maintenance Worker 2	6846	60,224	(1)	26	15,658
Maintenance Worker 2	47299	70,090	(1)	50	35,045



Department of Administrative Services  
Listing of all DAS positions  
Positions funded by the General Fund identified  
As of January, 2009

Position Description	EMPNO / Vacant	Est. Annualized Total Cost	Note	General Fund %	General Fund \$
Maintenance Worker 2	6853	73,656	(1)	26	19,151
Maintenance Leader	6852	90,802	(1)	26	23,609
Maintenance Repairs Supervisor	6840	75,429	(1)	26	19,611
Carpenter 1	6959	57,773	(1)	26	15,021
Carpenter 2	59973	52,366			
Carpenter 2	17494	61,703	(1)	26	16,043
Painter 1	6964	75,058	(1)	26	19,515
Painter 2	60090	48,743	(1)	72	35,095
Painter 2	6859	64,420	(1)	26	16,749
Plumber 1	52864	53,942	(1)	26	14,025
HVAC TEchnician	46405	66,317	(1)	26	17,242
HVAC TEchnician	33783	69,801	(1)	26	18,148
HVAC TEchnician	38214	71,857	(1)		
HVAC TEchnician	59323	71,868	(1)		
HVAC TEchnician	30733	72,457	(1)		
HVAC TEchnician	6873	74,110	(1)	75	55,583
HVAC TEchnician	54550	74,228	(1)		
HVAC TEchnician	56080	98,225	(1)	50	49,112
HVAC TEchnician	41478	99,220	(1)	26	25,797
HVAC TEchnician	Vacant	53,170			
Electrician	58557	69,225	(1)	26	17,998
Electrician	52599	75,452	(1)	26	19,618
Electrician	Vacant	53,170			
Power Plant Engineer 1	59606	51,530	(1)	26	13,398
Power Plant Engineer 1	59201	54,601	(1)	10	5,460
Power Plant Engineer 2	6851	54,882	(1)	26	14,269
Locksmith	57861	83,245	(1)	26	21,644
Maintenance Engineer	30361	95,334	(1)	26	24,787
Maintenance Engineer	6874	115,390	(1)	26	30,001
Executive Officer 3	17719	96,065			
Architectural Technician 1	59595	48,800			
Architectural Technician 1	4276	73,235			
Public Service Executive 5	47544	158,012	(3)		
Construction / Design Engrn Sr.	59497	91,517			
Construction / Design Engrn Sr.	36511	110,107			
Custodial Worker	60528	11,645			
Custodial Worker	60171	12,734			
Custodial Worker	Vacant	33,719			
Custodial Worker	6910	47,303			
Custodial Worker	37945	48,131	(1)	100	48,131
Trades Helper	59353	52,344			
Trades Helper	Vacant	36,982			
Electrician	54536	82,068			
Nursery Workers 2	6844	70,418	(1)	26	18,309
Custodial Worker	58441	38,266			
Custodial Worker	52178	40,696			
Custodial Worker	50635	42,970			
Custodial Worker	24854	48,557			
Custodial Supervisor	28006	42,620			
HVAC TEchnician	50515	67,077	(1)	10	6,708
Power Plant Engineer 2	39778	65,093			
Secretary 1	59877	49,833			
Management Analyst 2	59334	60,461			



Department of Administrative Services  
Listing of all DAS positions  
Positions funded by the General Fund identified  
As of January, 2009

Position Description	EMPNO / Vacant	Est. Annualized Total Cost	Note	General Fund %	General Fund \$
Public Service Executive 4	43965	125,752			
Public Service Executive 4	16316	139,425			
Program Planner 1	44126	49,199			
Facilities Engineer 1	Vacant	76,456			
Facilities Engineer 1	Vacant	76,456			
Construction / Design Engrn	Vacant	76,456			
Construction / Design Engrn	Vacant	76,456			
Construction / Design Engrn	Vacant	76,456			
Construction / Design Engrn Sr	33243	88,827			
Construction / Design Engrn Sr	55889	99,624			
Construction / Design Engrn Sr	6831	103,480			
Construction / Design Engrn Sr	731	104,664			
Construction / Design Engrn Sr	55884	105,128			
Construction / Design Engrn Sr	57111	106,551			
Construction / Design Engrn Sr	Vacant	88,192			
Construction / Design Engrn Sr	50085	107,227			
Construction / Design Engrn Sr	55895	110,020			
General Service Engr. Assoc	Vacant	69,927			
				7237	5,703,302
General Fund FTE's				72.37	
General Fund Salaries & Benefits					5,703,302

**Sources of information and notes:**

State Share and Total Cost Report for DAS Payperiod ending 1/22/09 - S & B for filled positions

Table of Authorized Postions Run Date 1/13/09 - to identify the vacant positions

Payroll Distribution Report Payperiod ending 1/22/09 - to identify positions that are distributed between organizations or fund.

If distribution was between sub-organizations of the same organization this was not identified.

Did not include Early Out information or Board Member Positions.

On vacant positions from TO - used mid-range dollars and benefit estimate of 25%

ITE has vacant positions on the TO and in the budget but these vacant positions are not used in the actual costs and pricing of the marketplace services, which generate the revenue for ITE.

(1) Split between funds or organizations within DAS.

(2) Split between ICN and ITE

(3) Interim Director FTE in GSE, S & B paid from C85-1100

(4) These positions are located under C85, however there are no appropriated dollars received to fund these positions.

Resources to pay for these DAS support positions comes from allocations to each of the DAS enterprises.

(5) Current TO has person split incorrectly, this is being adjusted and corrections were included in this worksheet

(6) Positions were offered up in 1.5% ATB amounts adjusted for vacancy factor in budget

February 17, 2009

Department of Administrative Services  
Admin / Reg Subcommittee Request  
General Funded Positions Added Since FY2007

ATTACHMENT B

Date Added to System	Job Titles	Initial Funding Source	Date position Filled	Current Bi Weekly Salary	Annual Salary (Bi-Weekly *26)	Benefits	Distribution A % A	Distribution B % B	Distribution C % C	Position Moved to	Mths in FY09	Current General Fund Impact
10/6/2006	Custodial Worker	674-L674	2/9/2007	\$981.60	\$25,521.60	\$15,196.70	C85-5300-10	100			12	\$40,718.30
1/12/2007	Construction Design Engineer Sr.	C85-5310	4/19/2007	\$2,965.60	\$77,105.60	\$23,211.66				674-L674		\$0.00
1/12/2007	Construction Design Engineer Sr.	C85-5310	4/30/2007	\$3,119.20	\$81,099.20	\$23,344.41				674-L674		\$0.00
1/12/2007	Construction Design Engineer Sr.	C85-5310	4/29/2007	\$3,119.20	\$81,099.20	\$23,963.41				674-L674		\$0.00
Executive Officer L...reclassified 6/13/2008 Construction Design												
3/23/2007	Engineer	C85-5310	4/6/2007	\$0.00	\$0.00					as of 9/19/2008 vacant		\$0.00
4/20/2007	Energy Management Tech.	674-A674	6/29/2007	\$2,148.00	\$55,848.00	\$20,502.21	001-C86-UTIL	100			12	\$76,350.21
6/29/2007	Program Plan 1	C85-5310	7/26/2007	\$1,448.00	\$37,648.00	\$14,242.87				674-L674		\$0.00
6/29/2007	Construction Design Engineer Sr.	C85-5310	9/4/2007	\$3,167.20	\$82,347.20	\$24,138.13				674-L674		\$0.00
Construction Design Engineer Sr...reclassified 3/21/2008 to												
6/29/2007	Electrician & moved to 674-L674	C85-5310	3/21/2008	\$1,953.60	\$50,793.60	\$18,381.10	674-A674	74			26	\$0.00
7/13/2007	Fiscal & Policy Analyst Sr.	C85-4110	9/21/2007	\$3,288.00	\$85,488.00	\$23,251.49					12	\$108,739.49
7/11/2008	Painter 2	674-A674	9/30/2008	\$1,372.00	\$35,672.00	\$13,063.40	C85-5330-10	72			23	\$26,317.12
9/30/2008....												
vacant												
7/11/2008	HVAC Tech	674-A674	10/16/2008	\$1,548.80	\$40,268.80	\$11,617.37	C85-5330-20	26			10	\$0.00
7/25/2008	Executive Officer II	C86-UTIL	1/11/2009	\$2,884.80	\$75,004.80	\$16,508.64				674-K674	64	\$49,569.78
Total General Fund Financial Impact FY09												\$301,694.90

Shared Services positions allocated to other enterprises through the Shared Services allocation were not included as they are not funded by General Fund dollars.

**Q2 Supplemental Information**

Based on the Governor's 1.5% across the board reduction announcement, DAS will be implementing the following steps to carve \$222,083 out of our general fund appropriation.

<b>Director's Budget</b>	
Office Supplies	2,198
Printing	2,093
Rentals	7,000
Professional Services	2,000
Outside Services	6,517
Outside Services & Repair	5,000
Communication	5,000
Staff Reassignment	30,000
Reduced allocation of Shared Services	14,217
<b>Totals Director's Budget</b>	<b>74,025</b>
<b>DAS – State Accounting</b>	
Postage	10,000
Communication	8,000
Professional Services	12,643
<b>Totals State Accounting</b>	<b>30,643</b>
Utilities	61,603
Federal Cash Mgmt.	6,544
Unemployment Comp.	8,081
Peace Officer's Retirement	41,187
<b>Totals Other</b>	<b>117,415</b>
<b>Grand Total</b>	<b>222,083</b>

**Q3 Supplemental Information**

FY09 \$132K – De-appropriation

101	Vacancy	\$ 94,970.00
202	Travel -005	\$ 7,500.00
101	Staff Changes	<u>\$ 30,000.00</u>
		\$132,470.00



# **Auditor of State**



OFFICE OF AUDITOR OF STATE  
STATE OF IOWA

State Capitol Building  
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

David A. Vaudt, CPA  
Auditor of State

To: Members of the Administration and  
Regulation Appropriations Subcommittee

From: David A. Vaudt

Date: February 5, 2009

Subject: Response to Subcommittee Questions

I have been asked to respond to certain questions posed by the Subcommittee. The questions and my responses are provided below.

- 1) *How many new full-time employees have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?*

We have replaced full-time employees who have left the Office, but we have added no new positions to the staff since 2007.

A copy of our current Table of Organization provided by the Department of Administrative Services is attached. The Table of Organization provides a list of employees, their position and their bi-weekly salary. They receive the same benefits provided or available to all full-time state employees.

The Table of Organization includes a total of 19 vacant full-time positions. However, these positions are not funded and are available only to provide staffing flexibility within our total staffing authorization of 103 FTEs, adjusted for any additional FTEs we may need to perform work which is paid for by billings to our clients for the work we perform for them.

- 2) *How will you implement the 1.5% across the board cut for FY 2009?*

Our primary actions will be to delay replacement computer purchases and eliminate nonessential out-of-state travel.

- 3) *How will you implement the Governor's recommended deappropriation for FY 2009?*

We will have to delay additional replacement computer purchases and eliminate other nonessential purchases we are able to identify.

- 4) *Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.*

Our suggested cuts are the same as detailed in the response to question 2 above. We only made suggestions for possible cuts to our own budget, not the budgets of other Departments.

- 5) *If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or responsibilities of your department? Please prioritize all responsibilities from most important to least important.*

We would delay replacement computer purchases and eliminate nonessential out-of-state travel, as well as any other nonessential purchases we could identify. As a note of caution, continual delays in replacement of computers eventually result in higher repair and maintenance costs and lost productivity due to equipment breakdowns and the inability to benefit from improvements in computer capabilities. Staffing would be

reduced if the volume of our local government audit work (which is paid for by the local governments we audit) decreased and required fewer auditors to complete the audits.

The responsibilities of the Office can be generally categorized in the following areas: 1) perform state agency audits, 2) perform requested local government audits and review the audit work of selected CPA firms who perform local government audits, all of which is paid for by the local governments, 3) assist state agencies, local governments and citizens, and 4) perform other statutorily assigned duties. I believe all of these are vitally important and can not be categorized as most or least important. However, performance of our state agency audits to allow timely issuance of the State's Single Audit Report and the State's Comprehensive Annual Financial Report is essential to continued receipt of federal funds and maintaining the State's bond rating.

- 6) *What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?*

The only assets of any significance we possess are computer equipment and office equipment and furniture which we use in our daily activities. We do not have any assets we can operate without.

The only services we provide which could be competitively sourced are the audit services of state agencies we perform. However, we do not believe the state could receive comparable services at a cost as economical as we provide. For example, we hired a CPA firm, using a competitive selection process, last summer to perform audits of this Office, the State Executive Council, the State Appeal Board, the Tobacco Settlement Authority and the Honey Creek Premier Destination Park Authority which this Office can not perform because of professional independence requirements. The firm selected under the competitive selection process is being paid from \$80 per hour for the least experienced staff member to \$350 per hour for the most experienced staff member working on the audits. For comparison purposes, our rates for the current year range from \$31.25 per hour for our least experienced staff to \$93.50 per hour for our most experienced staff.

In addition, I was asked to provide information on what the Auditor's Office is doing to help Iowans through tough budget times. The Auditor's Office has no programs which directly help individual Iowans address tough budget times they may be experiencing. However, we have worked with various local governments in assessing their means and capabilities to respond to the needs of the local governments or the citizens represented by those local governments. In addition, we receive and respond to communications from individual citizens regarding their concerns about state and local government activities.



TABLE OF AUTHORIZED POSITIONS  
DATE OF RUN 01/27/09

## 126-P01-2000 AUDITOR-OPERATIONS

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T E P	T SALARY MIN	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
00705	ADMIN INTERN												
	-801 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	2	NO	000
	-802 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	2	NO	000
	-803 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	2	NO	000
	-804 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	2	NO	000
	-805 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	2	NO	000
	-806 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	1	NO	000
	-807 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	1	NO	000
	-808 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	SE	1.00	1	NO	000
	-809 VACANT	002E 17			1013.60	1476.00	0.00 00-00-00	0.00 00-00-00	TE	1.00	1	NO	000

780  
hr.  
(annually)  
slots

00772	HUMAN RESOURCES ASSOCIATE												
	-001 CHALSTROM, MARIANNE L	002E 24			MX 1391.20	2045.60	2045.60 09-21-07	EXMP	EF	1.00	BW	1	NO 000

00786	PUBLIC SERVICE EXECUTIVE 4												
	-001 BATTANI, SUSAN D	004S 38			MX 2764.00	3934.40	3934.40 09-19-08	EXMP	EF	1.00	BW	1	NO 000
	-003 VACANT	004S 38			MX 2764.00	3934.40	0.00 00-00-00		EF	1.00	1	NO	000
	-004 ERICKSON, ERWIN LEE	004S 38			MX 2764.00	3934.40	3934.40 09-21-07	EXMP	EF	1.00	BW	1	NO 000
	-005 CAMPBELL, ANNETTE K	004S 38			MX 2764.00	3934.40	3934.40 09-21-07	EXMP	EF	1.00	BW	1	NO 000

00787	PUBLIC SERVICE EXECUTIVE 5												
	-001 NIELSEN, ANDREW E	004S 41			MX 3183.20	4528.00	4528.00 09-18-09	EXMP	EF	1.00	BW	1	NO 000
	-003 KUSIAN, TAMARA S.	004S 41			00 3183.20	4528.00	4285.60 09-18-09	EXMP	EF	1.00	BW	1	NO 000

00788	PUBLIC SERVICE EXECUTIVE 6												
	-001 JENKINS, WARREN G	004S 43			MX 3496.80	4972.80	4972.80 09-18-09	EXMP	EF	1.00	BW	1	NO 000

09001	STATE AUDITOR												
	-001 VAUDT, DAVID A	024E 99			BB 3212.00	103212.00	103212.00 00-00-00	ST	ST	1.00	AN	2	NO 101

14587	ASST AUDITOR 4												
	-001 HOLLINGSWORTH, TAMMY A.	004S 33			00 2035.20	3136.80	2570.40 09-18-09	EXMP	EF	1.00	BW	1	NO 000
	-002 KING, PATRICIA J	004S 33			MX 2035.20	3136.80	3136.80 09-19-08	EXMP	EF	1.00	BW	1	NO 000
	-003 HETH, BILLIE JO	004S 33			00 2035.20	3136.80	2254.40 09-18-09	EXMP	EF	1.00	BW	1	NO 000
	-004 VACANT	004S 33			2035.20	3136.80	0.00 00-00-00		EF	1.00	1	NO	000
	-005 JOHNSON, SELINA V	004S 33			MX 2035.20	3136.80	3136.80 09-18-09	EXMP	EF	1.00	BW	E-OUT	000

## Table of Authorized Positions Summary

Regular Filled slots	106
Regular Vacant Slots	19
Total Regular slots	125 Authorized, regular full-time slots
780-hr "temp" slots	11 (9 auditor intern and 2 officer worker slots vacant)
SLIP retirees	6

TABLE OF AUTHORIZED POSITIONS  
DATE OF RUN 01/27/09

## 126-P01-2000 AUDITOR-OPERATIONS

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T	SALARY E MIN	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
14587	ASST AUDITOR 4												
-006	CURTIS, NANCY F	004S	33	MX	2035.20	3136.80	3136.80	09-21-07	EXMP	EF	1.00	BW	1 NO 000
-007	JOHNSON, CORINNE M	004S	33	00	2035.20	3136.80	2204.80	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-008	FANGMAN, GWEN D	004S	33	MX	2035.20	3136.80	3136.80	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-009	BRUSTKERN, BRIAN R	004S	33	MX	2035.20	3136.80	3136.80	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-010	CUNNINGHAM, JAMES S	004S	33	MX	2035.20	3136.80	3136.80	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-011	HOULETTE, TIMOTHY D	004S	33	00	2035.20	3136.80	2856.00	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-012	GEARY, LESLEY R	004S	33	00	2035.20	3136.80	3014.40	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-013	BOISEN, SCOTT P.	004S	33	00	2035.20	3136.80	2060.00	03-20-09	EXMP	EF	1.00	BW	1 NO 000
-014	FUQUA, STEVEN O	004S	33	00	2035.20	3136.80	3050.40	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-015	BRUSTKERN, KAREN L.	004S	33	00	2035.20	3136.80	2496.80	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-016	CAMPBELL, JENNIFER	004S	33	00	2035.20	3136.80	2521.60	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-021	BRUMM, DARRYL J	004S	33	MX	2035.20	3136.80	3136.80	09-19-08	EXMP	EF	1.00	BW	1 NO 000

## 14589 ASST AUDITOR 6

-001	VACANT	004S	35	MX	2243.20	3450.40	0.00	00-00-00	EXMP	EF	1.00	1 NO	000
-002	BORMANN, PAMELA J	004S	35	MX	2243.20	3450.40	3450.40	09-21-07	EXMP	EF	1.00	BW	1 NO 000
-003	RUBEN JR, ERNEST H	004S	35	MX	2243.20	3450.40	3450.40	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-004	DAHLSTROM, SUZANNE R	004S	35	MX	2243.20	3450.40	3450.40	09-19-08	EXMP	EF	1.00	BW	1 NO 000
-005	SWANSON, RONALD D	004S	35	MX	2243.20	3450.40	3450.40	09-21-07	EXMP	EF	1.00	BW	1 NO 000
-006	VOY, K DAVID	004S	35	00	2243.20	3450.40	3410.40	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-007	LUTHER, JULIE A	004S	35	00	2243.20	3450.40	3214.40	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-008	MARTURELLO, JOE T	004S	35	MX	2243.20	3450.40	3450.40	09-21-07	EXMP	EF	1.00	BW	1 NO 000
-009	GASTON, MARLYS K	004S	35	MX	2243.20	3450.40	3450.40	09-21-07	EXMP	EF	1.00	BW	1 NO 000
-010	MOSER, DEBORAH J	004S	35	00	2243.20	3450.40	3324.80	03-20-09	EXMP	EF	1.00	BW	1 NO 000
-013	KRUGER, DONNA F	004S	35	MX	2243.20	3450.40	3450.40	09-18-09	EXMP	EF	1.00	BW	1 NO 000
-014	MEYER, MICHELLE B	004S	35	MX	2243.20	3450.40	3450.40	09-21-07	EXMP	EF	1.00	BW	1 NO 000

## 15003 ADMIN SECRETARY

-001	VACANT	001E	24		1391.20	2045.60	0.00	00-00-00		EF	1.00	1 NO	000
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## 90010 UTILITY OFFICE WORKER

-900	VACANT	001E	10		747.20	1055.20	0.00	00-00-00		TU	1.00	2 NO	000
-901	VACANT	001E	10		747.20	1055.20	0.00	00-00-00		TU	1.00	2 NO	000

## 90026 SECRETARY 2

-001	BEARDSLEY, CYNTHIA K.	001E	20	00	1156.80	1695.20	1376.80	09-18-09	EXMP	EF	1.00	BW	E-OUT 000
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## TABLE OF AUTHORIZED POSITIONS

DATE OF RUN 01/27/09

## 126-P01-2000 AUDITOR-OPERATIONS

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T E P	SALARY MIN	SALARY MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT	PAY PLAN
90026	SECRETARY 2													
0002	VACANT	001E	20		1156.80	1695.20	0.00	00-00-00		EF	1.00	1	NO	000
0003	SHEPARD, JOYCE M	001E	20	00	1156.80	1695.20	1544.00	09-18-09	EXMP	EF	1.00	BW	1	NO 000
90062	WORD PROCESSOR 2													
0001	VACANT	001E	16(-01.0)		932.80	1403.20	0.00	00-00-00		EF	1.00	1	NO	000
90119	INFO TECH SPECIALIST 2													
0001	BAKER, JOHN P	004E	26	00	1488.00	2260.00	1779.20	09-18-09	EXMP	EF	1.00	BW	1	NO 000
90122	INFO TECH SPECIALIST 5													
0001	WEUVE, DELON E	004E	35	MX	2243.20	3450.40	3450.40	09-18-09	EXMP	EF	1.00	BW	1	NO 000
0002	TEACHOUT, DAVID E	004E	35	MX	2243.20	3450.40	3450.40	09-19-08	EXMP	EF	1.00	BW	1	NO 000
90313	ACCOUNTANT 3													
0001	SIMMONS, DAVID C	004E	30	MX	1756.80	2724.80	2724.80	09-18-09	EXMP	EF	1.00	BW	1	NO 000
0002	NOCE, WENDY J	004E	30	MN	1756.80	2724.80	1756.80	05-15-09	EXMP	EF	1.00	BW	1	NO 000
90710	EXEC OFF 1													
0001	ANDERSON, NANCY L.	004E	29	00	1706.40	2596.80	2466.40	09-18-09	EXMP	EF	1.00	BW	1	NO 000
0002	GRANWEHR, BERNARDO P.	004E	29	00	1706.40	2596.80	2308.80	09-18-09	EXMP	EF	1.00	BW	1	NO 000
0003	DAVIS, DONNA JEAN	004E	29	00	1706.40	2596.80	2428.80	09-18-09	EXMP	EF	1.00	BW	1	NO 000
94584	ASST AUDITOR 1													
0001	GOLDSMITH, KURT D	004E	26	00	1488.00	2260.00	1602.40	09-18-09	EXMP	EF	1.00	BW	1	NO 000
0002	BRINCKS, SAMANTHA J	004E	26	00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0003	VACANT	004E	26	00	1488.00	2260.00	0.00	00-00-00		EF	1.00			NO 000
0004	HILTON, KELLY L	004E	26	00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0005	ANDERSON, SCOTT G.	004E	26	00	1488.00	2260.00	1603.20	09-18-09	EXMP	EF	1.00	BW	1	NO 000
0007	HENAMAN, DANIEL W	004E	26	MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0008	CONROY, MICHAEL F.	004E	26	MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0009	GULICK, JACQUELINE E	004E	26	00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0010	SISSSEL, STEPHANIE A	004E	26	MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0011	BAKER, ALISON P.	004E	26	MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW	1	NO 000
0012	VACANT	004E	26		1488.00	2260.00	0.00	00-00-00		EF	1.00			NO 000
0013	KOPP, JENNIFER MARIE	004E	26	00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW	1	NO 000



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DATE OF RUN 01/27/09

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CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T	SALARY E MIN	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
94584	ASST AUDITOR 1												
-014	CASTAGNOLI, MICHAEL L.	004E 26		00	1488.00	2260.00	1587.20	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-015	MUHLBAUER, JEANA R	004E 26		00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-016	NIELSEN, ROSEMARY E	004E 26		00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-019	VACANT	004E 26		00	1488.00	2260.00	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-020	GREEN, JESSICA P VICTORI	004E 26		MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-021	VACANT	004E 26		00	1488.00	2260.00	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-022	PRONK, JOSHUA A	004E 26		MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-023	JOHNSON, CASEY L	004E 26		00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-024	DOPHEIDE, BRYAN S	004E 26		00	1488.00	2260.00	1603.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-025	OCKENFELS, KRISTIN M	004E 26		00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-026	SEPEHRI, REZA	004E 26		MN	1488.00	2260.00	1488.00	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-029	ROLING, SARA L	004E 26		00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-030	STAFFORD, GABRIEL M	004E 26		00	1488.00	2260.00	1624.80	12-12-08	EXMP	EF	1.00	BW 1 NO	000
-036	VACANT	004E 26		00	1488.00	2260.00	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-040	STEVENS, MICHAEL THOMAS	004E 26		00	1488.00	2260.00	1571.20	12-12-08	EXMP	EF	1.00	BW 1 NO	000
94585	ASST AUDITOR 2												
-001	CONNER, BRETT C	004E 29		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW 1 NO	000
-002	SHERPA, GELU	004E 29		00	1706.40	2596.80	1748.00	11-28-08	EXMP	EF	1.00	BW 1 NO	000
-003	STEFFENSMEIER, ADAM D	004E 29		00	1706.40	2596.80	1757.60	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-004	VACANT	004E 29		00	1706.40	2596.80	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-005	DINVILLE, LORI M.	004E 29		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW 1 NO	000
-006	VACANT	004E 29		00	1706.40	2596.80	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-007	SCHNEIDER, JENNY R	004E 29		00	1706.40	2596.80	1783.20	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-008	SOBIESZKODA, MARTA M.	004E 29		00	1706.40	2596.80	1826.40	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-009	ECKARD, MICHAEL D.	004E 29		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW 1 NO	000
-010	KLINGBEIL, SHELLEY MARIE	004E 29		00	1706.40	2596.80	1817.60	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-011	INGER, TIFFANY M.	004E 29		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW 1 NO	000
-012	VACANT	004E 29		00	1706.40	2596.80	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-013	WAGNER, AARON P	004E 29		00	1706.40	2596.80	1834.40	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-014	WITTENWYLER, JAMES R	004E 29		00	1706.40	2596.80	1783.20	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-015	GERRISH, TRACEY L.	004E 29		00	1706.40	2596.80	1728.00	03-20-09	EXMP	EF	1.00	BW 1 NO	000
-016	FIELD, MICHAEL R.	004E 29		00	1706.40	2596.80	1817.60	09-18-09	EXMP	EF	1.00	BW 1 NO	000
-017	VACANT	004E 29		00	1706.40	2596.80	0.00	00-00-00	EXMP	EF	1.00	BW 1 NO	000
-018	KISTENWACHER, KEITH C	004E 29		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW 1 NO	000

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DATE OF RUN 01/27/09

126-P01-2000 AUDITOR-OPERATIONS

CLASS POSITION	CLASS NAME	EMPLOYEE NAME	BARG UNIT	PAY GRADE	S	T	E	SALARY MIN	SALARY MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	FTE	PAY TYP	PAY P-5	STAT PLAN
94585	ASST AUDITOR 2																
-019	LUDWIG, JOSHUA B.		004E 29		00		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-020	METEROTTO, JESSICA N.		004E 29		00		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-021	PODBERARAC, JENNY M		004E 29		00		00	1706.40	2596.80	1744.00	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-022	SMOTHERS, PAULA J		004E 29		MN		00	1706.40	2596.80	1706.40	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-024	HOFFMAN, SHANNAN M		004E 29		00		00	1706.40	2596.80	1817.60	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-025	VACANT		004E 29		00		00	1706.40	2596.80	0.00	00-00-00		EF	1.00	BW	1 NO	000
-026	MORTVEDT, JANET K		004E 29		00		00	1706.40	2596.80	1832.80	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-028	SCHENKELBERG, BRIAN P		004E 29		00		00	1706.40	2596.80	1852.00	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-029	DURBIN, DANIEL L		004E 29		00		00	1706.40	2596.80	2087.20	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-030	STOVER, DOROTHY O		004E 29		00		00	1706.40	2596.80	1884.80	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-031	ZELLER, BRETT M.		004E 29		00		00	1706.40	2596.80	1835.20	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-038	VACANT		004E 29		00		00	1706.40	2596.80	0.00	00-00-00		EF	1.00	BW	1 NO	000

94586 ASST AUDITOR 3

-001	STUART, TINA R		004E 31		00		00	1846.40	2859.20	2405.60	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-002	GRADY, DANIEL L.		004E 31		00		00	1846.40	2859.20	1976.00	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-003	VACANT		004E 31		00		00	1846.40	2859.20	0.00	00-00-00		EF	1.00	BW	1 NO	000
-004	DAUGHERTY, TRACY LYNN		004E 31		00		00	1846.40	2859.20	2029.60	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-005	BARNARD, RICKY L		004E 31		MX		00	1846.40	2859.20	2859.20	10-02-09	EXMP	EF	1.00	BW	1 NO	000
-006	WELHAUSEN, MELISSA M		004E 31		00		00	1846.40	2859.20	2072.00	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-007	ELSBURY, SHAWN R.		004E 31		MN		00	1846.40	2859.20	1846.40	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-008	MOKLESTAD, MARK C		004E 31		MX		00	1846.40	2859.20	2859.20	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-009	HACKETT, MICHAEL J		004E 31		00		00	1846.40	2859.20	1920.80	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-010	KNOLL-SPEER, MELISSA J		004E 31		00		00	1846.40	2859.20	1997.60	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-013	VACANT		004E 31		00		00	1846.40	2859.20	0.00	00-00-00		EF	1.00	BW	1 NO	000
-014	WALL, JENNIFER L.		004E 31		00		00	1846.40	2859.20	2044.00	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-015	LEWIS, DONALD J		004E 31		00		00	1846.40	2859.20	1962.40	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-016	KIBBE, KAREN J		004E 31		00		00	1846.40	2859.20	1977.60	09-18-09	EXMP	EF	1.00	BW	1 NO	000
-022	LIVINGSTON, CARRIE L		004E 31		00		00	1846.40	2859.20	1939.20	03-20-09	EXMP	EF	1.00	BW	1 NO	000
-025	PIEHL, MICHAEL P		004E 31		00		00	1846.40	2859.20	1881.60	03-20-09	EXMP	EF	1.00	BW	1 NO	000

95002 SECRETARY 3

-002	POHLPETER, GLENDA J		001E 22		MX		00	1261.60	1864.00	1864.00	09-18-09	EXMP	EF	1.00	BW	1 NO	000
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99054 SLIP RETIREE

-001	VANDER LINDEN, JUDITH A		004E 10		BB		00	747.20	1055.20	50.59	00-00-00	p à	R	0.00	H		000
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DATE OF RUN 01/27/09

## 126-P01-2000 AUDITOR-OPERATIONS

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T E P	SALARY MIN	SALARY MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
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## 99054 SLIP RETIREE

-002 NOTTGER, STEVEN MICHAEL	004E 10	BB	747.20	1055.20	39.48	09-21-07	p a	R	0.00	H	000		
-003 BLEKFELD, JAMES L	004E 10	BB	747.20	1055.20	34.04	09-19-08	p a	R	0.00	H	000		
-004 KEARNEY, PAUL FRANKLIN	004E 10	00	747.20	1055.20	33.89	09-19-08	p a	R	0.00	H	000		
-005 VANIS, JOHN G	004E 10	MX	747.20	1055.20	34.70	09-19-08	p a	R	0.00	H	000		
-006 DUNN, KAY F	004E 10	MX	747.20	1055.20	43.13	09-19-08	p a	R	0.00	H	000		

126-P01-2000 (POS: 140-00 AUTH 112.00 FILL 30.00 VAC 21.4% VAC) (FTE: 134.00 AUTH 106.00 FILL 30.00 VAC 22.4% VAC)

See summary on front page

AUDITOR 126-P01	AUTH. POS	PF	ST	EF	PP	EP	I	T	SE	TU	TOTAL % VAC.
	AUTH. FTE	0.00	1.00	124.00	0.00	0.00	0.00	1.00	8.00	0.00	134.00 20.9
	VAC. POS.	0.00	0.00	124.00	0.00	0.00	0.00	1.00	8.00	0.00	134.00 20.9
	VAC. FTE	0.00	0.00	19.00	0.00	0.00	0.00	1.00	8.00	0.00	28.00
	FILL. POS	0.00	1.00	105.00	0.00	0.00	0.00	0.00	0.00	0.00	106.00
	FILL. FTE	0.00	1.00	105.00	0.00	0.00	0.00	0.00	0.00	2.00	108.00

## Auditor Of State

126	AUTH. POS	PF	ST	EF	PP	EP	I	T	SE	TU	TOTAL % VAC.
	AUTH. FTE	0.00	1.00	124.00	0.00	0.00	0.00	1.00	8.00	0.00	134.00 20.9
	VAC. POS.	0.00	0.00	124.00	0.00	0.00	0.00	1.00	8.00	0.00	134.00 20.9
	VAC. FTE	0.00	0.00	19.00	0.00	0.00	0.00	1.00	8.00	0.00	28.00
	FILL. POS	0.00	1.00	105.00	0.00	0.00	0.00	0.00	0.00	0.00	106.00
	FILL. FTE	0.00	1.00	105.00	0.00	0.00	0.00	0.00	0.00	2.00	108.00



# **Ethics and Campaign Disclosure Board**

# IOWA ETHICS AND CAMPAIGN DISCLOSURE BOARD

An Independent Agency of the Executive Branch

W. CHARLES SMITHSON  
Executive Director  
& Legal Counsel

510 East 12<sup>th</sup>, Suite 1A  
Des Moines, Iowa 50319  
Telephone 515-281-4028/General Fax 515-281-3701  
Report Fax Line 515-281-4073  
[www.iowa.gov/ethics](http://www.iowa.gov/ethics)

**BOARD MEMBERS:**  
James Albert, Chair  
Janet Carl, Vice Chair  
Gerald Sullivan  
Betsy Roe  
John Walsh  
Patricia Harper

**TO: ADMINISTRATION & REGULATION SUBCOMMITTEE**  
**FROM: CHARLIE SMITHSON, ETHICS BOARD DIRECTOR & COUNSEL**  
**DATE: FEBRUARY 9, 2009**  
**Re: RESPONSE TO BUDGET QUESTIONS**

This memorandum is in response to the questions posed by the Administration and Regulations Subcommittee to the Iowa Ethics and Campaign Disclosure Board (Board) concerning proposed FY09 deappropriations and the Governor's proposed FY10 budget.

I have set out each individual question and my response thereto:

**1. How many new full-time employee positions have you added since 2007?**

The Board has not added any new FTEs since 2007. One person retired and was replaced in 2008. The attached list is the job titles, salary, and benefits for the six employees of the Board. All positions are filled. There is an Attorney 3 position that is listed as unfilled, however I assumed both the duties of the Executive Director and the Legal Counsel on July 5, 2001. As such, the Attorney 3 position is not funded and functionally no longer exists. The Board has a staff of six FTEs which is a reduction of 25% since 2001. There are also six members of the Board who are paid a per diem and expenses per meeting (roughly quarterly).

**2. How will you implement the 1.5% across the board cut for FY 2009?**

Reduction in the purchase of office equipment, ceasing out-of-state and reduction on in-state travel, holding off purchasing new computer equipment, and reduced technology costs.

**3. How you will you implement the Governor's recommended deappropriation for FY 2009?**

Continue looking for ways to reduce spending and the probable implementation of a one week furlough for staff.

**4. Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.**

I did not provide the Governor's Office with a list of my suggested cuts. As an independent agency of the executive branch (my position is appointed by the Board and not the Governor) I did not participate in providing any response.

**5. If you were forced to cut your budget by 10%, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department?**

I do not have any suggestions on how to reduce the budget. I do have suggestions on policy that would help my agency implement such a reduction that I would be happy to provide to the committee. I have attached a list of the primary responsibilities of the Board. Our main areas are campaign finance, executive branch ethics, and executive branch lobbying. I believe that it would be irresponsible of me as to list any of these areas as being more important than another in promoting the public's trust and confidence in government and in ensuring that governmental decisions are made free from self-dealing.

**6. What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?**

The only assets we own are computer equipment and staff. Given the nature of our work and the equivalent costs in the private sector, I do not believe that any of our services could be competitively sourced.

I look forward to working with the Subcommittee concerning these issues.



## **GENERAL DUTIES OF THE IOWA ETHICS & CAMPAIGN DISCLOSURE BOARD**

The Board has jurisdiction over the following:

1. Administering the campaign laws in Iowa Code chapter 68A as applied to candidates for state and local office and state and local ballot issues, including permissible and impermissible financing of campaigns, receipt of reports and statements, use of campaign funds, "paid for by" attributions, and campaign signage. The Board gives advice and enforces violations of the campaign laws and Board's rules on campaigning.
2. Receiving copies of federal campaign finance disclosure reports by maintaining a link between the Board's Web site and the Federal Election Commission's Web site where the federal reports are posted. The Board also receives copies of Iowa federal elected officials' personal financial disclosure forms and posts the forms on the Board's web site.
3. Administering the ethics laws in Iowa Code chapter 68B as applied to candidates for statewide office and officials and employees of the executive branch of state government including receiving reports regarding dual compensation, consents for sales/leases by regulatory agencies and the Governor's Office, personal financial disclosure statements and session function reports. The Board provides advice and enforces violations of the gift law, conflicts of interest, post state employment, and use of state resources.
4. Providing advice to local government personnel concerning the application of the ethics laws in Iowa Code chapter 68B, but not investigating complaints or imposing sanctions against such personnel (these complaints go to the county attorney where the accused resides). Board advice, if followed, constitutes a defense to a complaint.
5. Administering the lobbying laws in Iowa Code chapter 68B as applied to persons who lobby the executive branch of state government including receiving registrations and reports from both lobbyists and clients and receives copies of session function reports. The Board also give advice and enforces violations of state lobbying laws and Board's rules on executive branch lobbying.
6. Receiving reports on all gifts and bequests received by an executive branch agency other than a Regents University pursuant to Iowa Code section 8.7. The Board then issues a report to the Fiscal Services Division of the Legislative Services Agency providing information concerning the gifts and bequests.
7. Investigates complaints received from the State Commissioner of Elections to determine whether a supervisor district plan adopted pursuant to Iowa Code section 331.210A was drawn for improper political reasons as set out in Iowa Code section 42.4(5).
8. Receive copies of reports filed with the IRS by 527 committees that engage in certain campaign activities in Iowa.

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TABLE OF AUTHORIZED POSITIONS  
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140-P21-0000 BOARD, COMM. COUNCIL MEMBER

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T E P	SALARY MIN	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
14000	BOARD, COMM, COUNCIL MEMBER												
-001	ALBERT, JAMES A.	004E	2	01	500.00	500.00	50.00	00-00-00	TPEX	EP	0.38	D	2 NO 052
-002	WALSH, JOHN V.	004E	2	01	500.00	500.00	50.00	00-00-00	TPEX	EP	0.38	D	2 NO 052
-003	CARL, JANET A.	004E	2	01	500.00	500.00	50.00	00-00-00	TPEX	EP	0.38	D	2 NO 052
-004	SULLIVAN, GERALD T	004E	2	01	500.00	500.00	50.00	00-00-00	TPEX	EP	0.38	D	2 NO 052
-005	ROE, BETSY L	004E	2	01	500.00	500.00	50.00	00-00-00	TPEX	EP	0.38	D	2 NO 052
-006	HARPER, PATRICIA M	004E	2	01	500.00	500.00	50.00	00-00-00	TPEX	EP	0.01	D	1 NO 052
140-P21-0000 (POS:	6.00 AUTH	6.00 FILL			.00 VAC	.0% VAC)	(FTE:	1.91 AUTH	1.91 FILL		0.00 VAC		.0% VAC)

140-P21-0001 CAMPAIGN FINE DISC ADMIN REGULATION

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T E P	SALARY MIN	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
00018	CLERK-SPECIALIST												
-001	WRIGHT, SHARON K	001N	18	00	1054.40	1545.60	1476.00	03-23-07	PERM	PF	1.00	BW	1 NO 014
09244	EXEC DIR/CHPGN FIN DISCL COMM												
-001	SMITHSON, W CHARLES	024S	4	00	63690.00	97460.00	97454.27	06-27-08	ST	ST	1.00	AN	1 NO 024
140-P21-0001 (POS:	2.00 AUTH	2.00 FILL			.00 VAC	.0% VAC)	(FTE:	2.00 AUTH	2.00 FILL		0.00 VAC		.0% VAC)

140-P21-1002 CAMPAIGN FINE DISC COUNTY AUDIT COMPLIANCE

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S T E P	SALARY MIN	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	POS FTE	PAY P-5 TYP	PAY STAT PLAN
00327	FIELD AUDITOR												
-002	MICLIEF, SUZAN R	004N	26	00	1488.00	2260.00	2160.80	02-06-09	PERM	PF	1.00	BW	1 NO 014
140-P21-1002 (POS:	1.00 AUTH	1.00 FILL			.00 VAC	.0% VAC)	(FTE:	1.00 AUTH	1.00 FILL		0.00 VAC		.0% VAC)

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TABLE OF AUTHORIZED POSITIONS  
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140-P21-2002 CAMPAIGN FINC DISC STATE AUDIT COMPLIANCE

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S		T	SALARY	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	FTE	PAY P-5 TYP	P-5 STAT	PLAN
				E	P											
00327	FIELD AUDITOR															
-001	ANDERSEN, LINDA L	004N	26	MX			1488.00	2260.00	2260.00	03-23-07	PERM	PF	1.00	BW	1	014
-002	VAN WYK, MEGHAN JOY	004N	26	00			1488.00	2260.00	1780.00	06-26-09	PERM	PF	1.00	BW	E-OUT	014
140-P21-2002 (POS:	2.00 AUTH	2.00 FILL	.00 VAC	.00 VAC	(FTE:	2.00 AUTH	2.00 FILL	0.00 VAC	.00 VAC							

140-P21-3002 ETHICS

CLASS POSITION	CLASS NAME EMPLOYEE NAME	BARG UNIT	PAY GRADE	S		T	SALARY	MAX	CURRENT SALARY	REVIEW DATE	EMP STAT	POS TYP	FTE	PAY P-5 TYP	P-5 STAT	PLAN
				E	P											
15005	EXEC SECRETARY															
-001	HUDSON, KAREN K	001E	27	00			1556.00	2357.60	2214.40	02-08-08	EXNP	EF	1.00	BW	1	000
90645	ATTORNEY 3															
-001	VACANT	004E	38				2764.00	3934.40	0.00	00-00-00		EF	1.00		1	000

140-P21-3002 (POS: 2.00 AUTH 1.00 FILL 1.00 VAC 50.0% VAC) (FTE: 2.00 AUTH 1.00 FILL 1.00 VAC 50.0% VAC)

CAMPAIGN FINANCE DISCL.

140-P21	AUTH. POS	AUTH. FTE	VAC. POS	VAC. FTE	FILL. POS	FILL. FTE	PF	ST	EF	PP	EP	I	T	SE	TU	TOTAL	% VAC.
4.00	4.00	4.00	0.00	0.00	4.00	4.00	4.00	1.00	2.00	0.00	6.00	0.00	0.00	0.00	0.00	13.00	7.7
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.91	11.2
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	
4.00	4.00	4.00	0.00	0.00	4.00	4.00	4.00	1.00	1.00	0.00	6.00	0.00	0.00	0.00	0.00	12.00	
4.00	4.00	4.00	0.00	0.00	4.00	4.00	4.00	1.00	1.00	0.00	1.91	0.00	0.00	0.00	0.00	7.91	

Ethic & Campaign Disclosure

140	AUTH. POS	AUTH. FTE	VAC. POS	VAC. FTE	FILL. POS	FILL. FTE	PF	ST	EF	PP	EP	I	T	SE	TU	TOTAL	% VAC.
4.00	4.00	4.00	0.00	0.00	4.00	4.00	4.00	1.00	2.00	0.00	6.00	0.00	0.00	0.00	0.00	13.00	7.7
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.91	11.2
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	
4.00	4.00	4.00	0.00	0.00	4.00	4.00	4.00	1.00	1.00	0.00	6.00	0.00	0.00	0.00	0.00	12.00	
4.00	4.00	4.00	0.00	0.00	4.00	4.00	4.00	1.00	1.00	0.00	1.91	0.00	0.00	0.00	0.00	7.91	

# **Department of Commerce**



## Department of Commerce

### **Alcoholic Beverages Division**

How many new full-time positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary and benefits for the position and whether the position is filled. If it is not filled, how long as the full-time position been open?

See Attached.

How will you implement the 1.5% across the board cut for FY 2009?

The Iowa Alcoholic Beverages Division will absorb the \$32,628 associated with the 1.5% ATB by reducing expenditures on office supplies (301) and outside services (406).

How will you implement the Governor's recommended de-appropriation for FY 2009?

The Iowa Alcoholic Beverages Division will absorb the roughly \$43,435 associated with the recommended de-appropriation by reducing expenditures on office supplies (301) and outside services (406).

Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

The Iowa Alcoholic Beverages Division did not suggest any cuts to the Governor.

If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

Given the varied funding streams involved in the Iowa Alcoholic Beverages Division's operation, the proposed General Fund cuts would affect only two of the four core functions of the organization – Alcohol Licensing & Regulation and Support. The other two core functions, Tobacco Enforcement and Liquor Distribution are funded from other, non-General Fund, sources.

Lay-offs within the Alcohol Licensing & Regulation and Support sections with a corresponding reduction in services will be unavoidable. Depending on the final FY 2010 General Fund appropriated amount, the Division will likely reduce staff, resulting in compromised regulation of the liquor industry and liquor-licensed businesses and reduced ability to collect taxes and fees.

What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?

The Iowa Alcoholic Beverages Division currently operates the state's liquor warehousing and distribution assets. The function has been competitively sourced in the past, with the result being higher operational costs, reducing of revenue to the General Fund.

**IOWA ALCOHOLIC BEVERAGES DIVISION**

**VACANT FUNDED POSITIONS FY2009**

**GENERAL FUND APPROPRIATION**

Org Level 1	Original Position Number		FY2009 Projected Cost		FTE
2121003	212P42100300292001	Accounting Technician 2	\$	43,988.03	1.00
2121003	212P42100300786001	Public Service Executive 4	\$	93,590.98	1.00
	<b>2121003 TOTAL</b>		<b>\$</b>	<b>137,579.01</b>	<b>2.00</b>
2121004	212P42100408012001	Facilities Maintenance Coord	\$	47,224.88	1.00
	<b>2121004 TOTAL</b>		<b>\$</b>	<b>47,224.88</b>	<b>1.00</b>
2121005	212P42100500121001	Info Tech Specialist 4	\$	68,090.91	1.00
	<b>2121005 TOTAL</b>		<b>\$</b>	<b>68,090.91</b>	<b>1.00</b>
2121007	212P42100700205002	Purchasing Assistant	\$	40,822.78	1.00
2121007	212P42100700205003	Purchasing Assistant	\$	40,822.78	1.00
2121007	212P42100700205004	Purchasing Assistant	\$	16,448.39	0.50
2121007	212P42100700205005	Purchasing Assistant	\$	16,279.72	0.50
2121007	212P42100700205006	Purchasing Assistant	\$	40,822.78	1.00
	<b>2121007 TOTAL</b>		<b>\$</b>	<b>155,196.45</b>	<b>4.00</b>
<b>FUNDED WITH GENERAL FUND TRANSFER FROM IDPH</b>					
2126000	212P42600000697003	Investigator 3	\$	58,589.66	1.00
2126000	212P42600000709002	Admin Assistant 2	\$	51,219.99	1.00
2126000	212P42600000712001	Executive Officer 3	\$	77,518.35	1.00
	<b>2126000 TOTAL</b>		<b>\$</b>	<b>187,328.00</b>	<b>3.00</b>
	<b>AGENCY TOTAL</b>		<b>\$</b>	<b>408,091.25</b>	<b>8.00</b>

This position has been temporarily filled by a Warehouse Operations Worker, Fund 0631, and is not included above

2121007	212P42100700205001	Purchasing Assistant	\$	50,262.75	1.00	PROJECTED FTE COST
2121007	212P42100700205001	Purchasing Assistant	\$	16,085.68	0.34	ACTUAL FTE COST DUE TO TRANSFER

Fund number		Filled/Unfilled	Fund Source	Position Number	Position Title	FTE	Cost
0001	0P42	2121003 Filled	General Fund	212P42100300315001	Accountant 4	1.00	\$ 92,418
0001	0P42	2126000 Filled	General Fund/Tobacco Funding	212P42600000061001	Word Processor 2	1.00	\$ 42,212
							<u>\$ 134,631</u>
0631	0000	2129201 Filled	Product Management Admin	212631920100210001	Purchasing Agent 1	1.00	\$ 68,042
0631	0000	2129201 Filled	Product Management Admin	212631920104262001	Construction/Design Engrn. Sr.	1.00	\$ 109,360
							<u>\$ 177,402</u>
Total of New Positions						\$	312,032

<b>Position Title</b>	<b>FTE</b>	<b>Annual Cost</b>	<b>12-1-08 to 2-5-09</b>	<b>2-5-09 to 6-30-09</b>
Purchasing Assistant	1.00	\$ 52,836	\$ 9,958	\$ 20,931
Human Resources Associate	1.00	\$ 58,082	\$ 10,946	\$ 23,009
Executive Officer 1	1.00	\$ 72,738	\$ 13,708	\$ 28,815
Administrative Assistant 1	1.00	\$ 50,484	\$ 9,514	\$ 19,999
Administrative Assistant 2	1.00	\$ 58,082	\$ 10,946	\$ 23,009
		<u>\$ 292,221</u>	<u>\$ 55,072</u>	<u>\$ 115,765</u>



## SALARY PROJECTION BY POSITION

Fund	Appropriation	Org Level 1	Org 1 Level Name	Original Position Number	Employee Name	FTE	Total Cost for Position
0001	0P42	2121002	Administration	212P42100200709001	DEBRA J HARLAN	1.00	73,976
0001	0P42	2121002	Administration	212P42100200784001	NICOLE M. GEHL	1.00	111,694
0001	0P42	2121002	Administration	212P42100200784002	JUDY K SEIB	1.00	118,564
0001	0P42	2121002	Administration	212P42100209471001	LYNN M WALDING	1.00	153,030
0001	0P42	2121002	Administration	212P42100295002001	SHANNON L HAGGE	1.00	56,964
0001	0P42	2121003	Accounting	212P42100300292001	Vacant : 1005	1.00	43,988
0001	0P42	2121003	Accounting	212P42100300292002	VIRGINIA A THOMPSON	1.00	59,739
0001	0P42	2121003	Accounting	212P42100300311001	JOLENE M ERIKSEN	1.00	84,349
0001	0P42	2121003	Accounting	212P42100300315001	RICHARD G SWIZDOR JR	1.00	92,418
0001	0P42	2121003	Accounting	212P42100300786001	Vacant : 1559	1.00	93,591
0001	0P42	2121003	Accounting	212P42100390292001	DELORIS A. NELSEN	1.00	67,484
0001	0P42	2121004	Maintenance	212P42100408012001	Vacant : 2234	1.00	47,225
0001	0P42	2121005	Information Technology	212P42100500121001	Vacant : 1560	1.00	68,091
0001	0P42	2121005	Information Technology	212P42100500121002	MICHAEL L ENGLAND	1.00	98,510
0001	0P42	2121005	Information Technology	212P42100500122001	BRUCE G IRELAND	1.00	119,176
0001	0P42	2121006	Licensing	212P42100600018001	JANET L HAMMOND	1.00	55,307
0001	0P42	2121006	Licensing	212P42100600018002	DIANE L NATALE	1.00	63,171
0001	0P42	2121006	Licensing	212P42100600018003	E A PELTZ SHIPLEY	1.00	55,299
0001	0P42	2121006	Licensing	212P42100600018004	GITTA R NELSON	1.00	55,271
0001	0P42	2121006	Licensing	212P42100600018005	ANNA ROSE ADAMOVICZ	1.00	53,390
0001	0P42	2121006	Licensing	212P42100600709001	KAREN J FREUND	1.00	86,232
0001	0P42	2121007	Products	212P42100700205001	BRENDA L PAPPAS	1.00	50,263
0001	0P42	2121007	Products	212P42100700205002	Vacant : 21	1.00	40,823
0001	0P42	2121007	Products	212P42100700205003	Vacant : 1561	1.00	40,823
0001	0P42	2121007	Products	212P42100700205004	Vacant : 830	0.50	16,448
0001	0P42	2121007	Products	212P42100700205005	Vacant : 968	0.50	16,280
0001	0P42	2121007	Products	212P42100700205006	Vacant : 969	1.00	40,823
0001	0P42	2121007	Products	212P42100700709001	JODI L CHRISTENSEN	1.00	74,354
0001	0P42	2121007	Products	212P42100700709002	LINDA K HARTNEY	1.00	69,307

## SALARY PROJECTION BY POSITION

Fund	Appropriation	Org Level 1	Org 1 Level Name	Original Position Number	Employee Name	FTE	Total Cost for Position
0001	0P42	2126000	Tobacco Funding	212P42600000061001	TAMMY S ESSINK	1.00	42,212
0001	0P42	2126000	Tobacco Funding	212P426000000697001	WILLIAM H MISSMAN	1.00	86,636
0001	0P42	2126000	Tobacco Funding	212P426000000697002	STEVEN D. BROWN	1.00	78,903
0001	0P42	2126000	Tobacco Funding	212P426000000697003	Vacant : 22	1.00	58,590
0001	0P42	2126000	Tobacco Funding	212P426000000697004	STEVEN R NEMMERS	1.00	70,752
0001	0P42	2126000	Tobacco Funding	212P426000000697005	STEPHEN H HENSON	1.00	86,648
0001	0P42	2126000	Tobacco Funding	212P426000000709002	Vacant : 1006	1.00	51,220
0001	0P42	2126000	Tobacco Funding	212P426000000712001	Vacant : 2235	1.00	77,518
0001	0P42	2126000	Tobacco Funding	212P426000000751001	TONYA L DUSOLD	1.00	59,728
0001	0P42	2126000	Tobacco Funding	212P426000000784001	JAMES M KUHLMAN	1.00	118,858
0631	0000	2129201	Product Management Admin	212631920100210001	ROBERT A ANDERSON	1.00	68,042
0631	0000	2129201	Product Management Admin	212631920100252001	TINA K NORRIS	1.00	54,131
0631	0000	2129201	Product Management Admin	212631920100252002	ADAM J GOOD	1.00	45,376
0631	0000	2129201	Product Management Admin	212631920100252003	TAMMY D PITTMAN	1.00	44,786
0631	0000	2129201	Product Management Admin	212631920100252004	CURTIS D KENDALL	1.00	48,615
0631	0000	2129201	Product Management Admin	212631920100252005	CHARLES H GRIFFITH	1.00	42,460
0631	0000	2129201	Product Management Admin	212631920100252006	TRACY L DUSENBERY	1.00	49,508
0631	0000	2129201	Product Management Admin	212631920100252007	RENEE C CROUCH	1.00	41,548
0631	0000	2129201	Product Management Admin	212631920100252008	SCOTT A JONES	1.00	52,238
0631	0000	2129201	Product Management Admin	212631920100252009	Vacant : 1007	1.00	38,291
0631	0000	2129201	Product Management Admin	212631920100252010	MONICA A LUNDSTROM	1.00	48,938
0631	0000	2129201	Product Management Admin	212631920100252011	JEREMY J KUHLMAN	1.00	51,409
0631	0000	2129201	Product Management Admin	212631920100252012	CHASE M BROWN	1.00	51,067
0631	0000	2129201	Product Management Admin	212631920100252013	JAYSON A TOSTLEBE	1.00	42,171
0631	0000	2129201	Product Management Admin	212631920100252014	Vacant : 1671	1.00	38,291
0631	0000	2129201	Product Management Admin	212631920100252015	TIMOTHY J GLANDON	1.00	43,189
0631	0000	2129201	Product Management Admin	212631920100252016	BENJAMIN HARO	1.00	51,256
0631	0000	2129201	Product Management Admin	212631920100252017	ERIC T RIDENOUR	1.00	50,917
0631	0000	2129201	Product Management Admin	212631920100252018	CHAD J SCHERBRING	1.00	44,197

## SALARY PROJECTION BY POSITION

Fund	Appropriation	Org Level 1	Org 1 Level Name	Original Position Number	Employee Name	FTE	Total Cost for Position
0631	0000	2129201	Product Management Admin	212631920100252019	Vacant : 23	1.00	38,291
0631	0000	2129201	Product Management Admin	212631920100252020	Vacant : 1122	1.00	38,291
0631	0000	2129201	Product Management Admin	212631920100252021	Vacant : 1008	1.00	38,291
0631	0000	2129201	Product Management Admin	212631920100780001	MICKY P TRUMAN	1.00	79,557
0631	0000	2129201	Product Management Admin	212631920100784001	RUSSELL A EAGEN	1.00	119,771
0631	0000	2129201	Product Management Admin	212631920104262001	STEVEN D KUZYNOWSKI	1.00	109,360
0631	0000	2129201	Product Management Admin	212631920108210001	JOHN S HICKS	1.00	58,855
0631	0000	2129201	Product Management Admin	212631920108210002	RAYMOND R AVILA	1.00	51,727
0631	0000	2129201	Product Management Admin	212631920108210003	EUGENE N GRANDSTAFF	1.00	58,188
0631	0000	2129201	Product Management Admin	212631920108210004	HERBERT H SUTTON JR	1.00	53,375
0631	0000	2129201	Product Management Admin	212631920108210005	KENT O DORY	1.00	51,976
0631	0000	2129201	Product Management Admin	212631920108210006	DAVID L MASON	1.00	52,660
0631	0000	2129201	Product Management Admin	212631920108210007	CURTIS R CLOSE	1.00	53,057
0631	0000	2129201	Product Management Admin	212631920108210008	WARD ALLEN WRIGHT	1.00	51,971
0631	0000	2129201	Product Management Admin	212631920108210009	DANIEL R RODISH	1.00	56,620
0631	0000	2129201	Product Management Admin	212631920108210010	CRAIG A STAFFORD	1.00	52,868
0631	0000	2129201	Product Management Admin	212631920108210011	SCOTT D WILLIAMSON	1.00	53,241
0631	0000	2129201	Product Management Admin	212631920108210012	GARY D ADAMS	1.00	58,541
0631	0000	2129201	Product Management Admin	212631920108210013	RANDY S OLSON	1.00	50,183
0631	0000	2129201	Product Management Admin	212631920108210014	Vacant : 1009	1.00	40,823
0631	0000	2129201	Product Management Admin	212631920108210016	BRIAN P SICKELS	1.00	52,272

### **Banking Division**

1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

There have been no additions.

2) How will you implement the 1.5% across the board cut for FY 2009? - Per our report to DOM, published in the Des Moines Register -

Dept. 213 will cover the 1.5% ATB as follows:

Class 101	50,000	eliminate budgeted vacation payouts
Class 101	10,000	reduce budgeted salary due to actual vs. budgeted raises to date
Class 202 & 205	21,578	reduce training
Class 510	<u>50,000</u>	postpone purchase of new backup system for IT
	131,578	

Prof Licensing will be reducing its general fund budget in the amount of \$14,513 by making the following budget changes:

Class 402 – Rentals – Org 4900 - -\$4,513

Class 405 – Prof & Sci Services – Org 4900 - \$10,000

3) How will you implement the Governor's recommended deappropriation for FY 2009?

The potential amounts that would pertain to IDOB are as follows: Dept 213 = \$174,483 and Dept 217 = \$19,488.

Salaries comprise approximately 85% of expenses for Dept 213 (Banking and Finance Bureau) and 77% of expenses for Dept 217 (Professional Licensing). If we are unable to successfully communicate our message that any reduction to our appropriation does not improve the status of the General Fund and these cuts become a reality, we will have little recourse except to look to salary expense as a remedy via unfilled vacancies, a temporary shutdown of services or layoffs. Any resulting reduction in force would only undercut our ability to carry out our mission, serve the citizens of Iowa and meet our statutory requirements. There would be no benefit to the General Fund that would help to mitigate the State's shortfall.

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

The IDOB reminded the Governor's office that reductions in the appropriation for the Banking Division would result in an equal amount of revenue reduction for the General Fund. We suggested that the entire Department of Commerce be removed from the General Fund and returned to revolving funds as the divisions were prior to 1986.

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

The responsibilities of our Department are encapsulated by the word Regulation. However, this word represents several concepts which include chartering, licensing, examining, monitoring, and law enforcement. If our services are diminished by lack of employees or lack of hours to adequately do our work, the public suffers in real terms



relating to bank regulation and licensure of non-bank financial institutions and mortgage originators. Reducing the budget of the Division of Banking by 10% during a time of financial stress is poor public policy, especially when the reduction will provide no relief for the General Fund.

6) What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced? None.

### **Credit Union Division**

1) How many new full-time employee positions have you added since 2007?

We have added no new full-time employee positions. We have four vacant positions:

EO 3  
MA 3  
CUE  
CUE

2) How will you implement the 1.5% across the board cut for FY 2009?

We will achieve the 1.5% cut of \$26,066 by holding open vacant positions and reducing administrative costs such as travel and supplies.

3) How will you implement the Governor's recommended deappropriation for FY 2009?

The Governor's recommended deappropriation for the Division of Credit Unions for FY 2009 is \$143,166. To achieve this deappropriation we will hold open vacant positions and reduce administrative costs such as travel and supplies.

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

We provided that we would not fill vacancies and restrict out-of-state travel.

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department?

If forced to cut our budget by 10 percent we would have to layoff employees. The current Division staff consists of 15 employees.

The period of time between examinations would lengthen, which is presently averaging close to 'once every 14-16 months'. Although the Iowa Code provides a frequency of "no less than once every 24-month period"; with the current downturn in the economy, the lengthening of the period between examinations is flirting with disaster – we should instead be shortening the time between examinations. We have adjusted our supervision and examination programs to more readily identify those institutions, either experiencing problems or who are potentially more valuable to financial and management risks, and have shortened the period between examination of these institutions. But, in doing so, we have stretched our resources close to their limit. If the Division budget were to be in a position requiring the Division to layoff one or more employees, it could prevent us from fulfilling our statutory responsibility for ensuring the safe and sound operation of these institutions and the protection of the depositors and shareholders of those institutions.

### **Utilities Division**

1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open? None.

2) How will you implement the 1.5% across the board cut for FY 2009?

- Not filling positions as staff retire or leave our employment.
- Cutting travel.
- Cutting office supplies, subscription renewals, equipment purchases and phone services.
- A few staff members have volunteered to take some leave without pay.
- Non-contract employees do not receive the 4.5% merit increase that contract employees do.
- Vacant Board member position until a new appointment is made.
- Court reporter and State Auditor expense should be below the budgeted amount.
- Not paying the DOM invoice to fund the Office of Federal State Relations.

3) How will you implement the Governor's recommended deappropriation for FY 2009? The IUB would attempt to implement furloughs to cut an additional \$157,017 from our FY 2009 budget. This would require our office to be closed seven business days yet this fiscal year. Short of gaining voluntary agreement to furlough, layoffs would be necessary. In order to cut enough money this late in the fiscal year (effectively two to three months that the layoff plan would be in effect), it is estimated that 11 or 12 positions would have to be laid off. This would leave the agency unable to perform its statutory duties.

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

The IUB understands that the Governor has invoked executive privilege concerning our specific communications with his office regarding his request for proposals to cut the budget by \$40 million in late 2008. The list of suggested cuts is a document prepared for the Governor and the IUB understands it is subject to the Governor's authority.

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

Salaries and rent make up 91 percent of the IUB budget. The other 9 percent is spent on operating costs, including: computers, telephones, office supplies, workers compensation, postage, court reporters, services provided by other state agencies and charged to the IUB (DAS, Auditor's Office, ICN), and travel.

Rent is non-negotiable because we have signed a lease through November 2010. Our telephones rates are set by the ICN. Computer purchasing and office supplies can be delayed or not purchased; however we are already three versions behind on Microsoft. (We are using MS Office 2000. The current version is MS Office 2007.) This category is

just nibbling around the edges of a 10 percent cut. The agency has reduced travel, however to satisfy both state and federal safety inspection requirements, we must have adequate travel and training costs for our safety inspectors who perform inspections of electric lines and natural gas pipelines. Therefore, lay-offs and/or furloughs would be necessary to meet a 10 percent target.

The IUB believes that all of the key services and products we provide are valuable. The following designates our duties into two categories: 1) Statutorily required, and 2) Optional.

<b>Statutorily Required</b>	<b>Optional</b>
Regulate gas, electric, communications, and water utilities pursuant to statute. This includes:	Other Duties (non-statutory)
Enforcement of safety and engineering standards	Receive and process customer complaints received by telephone
Rate regulation of some utilities	Public education regarding utility issues
Service quality regulation of nearly all utilities	Representing Iowa's interests in national and regional forums, including electric transmission issues
Deregulation of communications services that are subject to effective competition	
Processing written customer complaints regarding utility services	
Processing utility tariffs showing the rates, charges, rules, and regulations of utility service in Iowa	
Regulation of energy efficiency plans for gas and electric utilities	
Resolving disputes between communications utilities	
Defending IUB decisions on judicial review	
Administer public utility crossings of railroad rights-of-way	
Participate in federal regulatory proceedings to advance the interests of Iowa public utility customers and Iowa public utilities	
Ensure all parts of Iowa have reasonable and adequate electric and communications utility services	
Encourage the development of alternate energy production facilities in Iowa	
Prevent cross-subsidizations of nonutility services from regulated utility service revenues	
Promote competition in telecommunications markets	
Protect consumers from unauthorized changes in telecommunications services (slamming and cramming)	
Process applications for certificates for construction of new electric generating facilities in Iowa	
Process applications for wind and renewable energy production tax credits	
Administer a statewide program for dual party relay service (telephone services for the deaf)	



Process petitions for a franchise to construct and operate electric transmission lines	
Process applications for permits to construct and operate underground pipelines and underground gas storage facilities	
Process petitions for cable and video service provider franchises	
Assess utilities for the cost of IUB regulation, including costs of the Office of Consumer Advocate, the Iowa Energy Center, and the Center for Global and Regional Environmental Research	
Inspection of utility facilities for compliance with federal safety standards	
<b>Issuance of:</b>	
Certificates authorizing construction of new utility infrastructure	
Telecommunication certificates	
Video and cable franchise certificates	
Certification of competitive natural gas providers	
Keeping and managing official agency records	
Accounting - including filing an annual report	
Determination of assigned service areas	
Assess civil penalties	
Adopt rules requiring a Customer Contribution Fund	
Review utility proposals for reorganization	
Maintain Universal Service in a competitively neutral fashion	

6) What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?

The IUB has no assets that can be sold or leased. If we did sell an asset, it would reduce the amount of money we assess to the utility companies. None of our services could be competitively sourced in a manner that would reduce expenses.

**Department of Commerce, Insurance Division**

CHESTER J. CULVER  
GOVERNOR

PATTY JUDGE  
LT. GOVERNOR

SUSAN E. VOSS  
COMMISSIONER OF INSURANCE

## MEMORANDUM

To: Administration and Regulation Appropriations Subcommittee

From: Craig A. Goettsch  
Iowa Insurance Division

Re: Budget questions

Date: February 12, 2009

1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

ANSWER:

Consumer Advocate\* (per HF 2555, section 7, 2008 Session) – Executive Officer 3; salary & benefits = \$74,000; filled. \* The legislation did not provide for an FTE or funding for this position, thus, the Division has had to absorb the total cost of roughly \$80,000 for this position.

Long term care specialist (per HF 2694, Section 17, 2008Session) – Executive Officer 1; salary & benefits = \$54,000; filled.

2) How will you implement the 1.5% across the board cut for FY 2009?

ANSWER:

We will return the \$80,000 appropriated in HF 2539 (section 22 of the bill) designated for health care services.

3) How will you implement the Governor's recommended deappropriation for FY 2009?

ANSWER:

We will reduce spending (\$104,786) as follows:

Not use training and technology funds .....	\$28,000
Reduce travel .....	\$15,000
Reduce personal services by leaving positions vacant & delaying hiring.....	\$62,000
	<u>\$105,000</u>

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

ANSWER:

We must respectfully decline to answer this as we have been requested to respect the Governor's claim of Executive Privilege.

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

ANSWER:

Reduce budget by reducing services from other state agencies, and payments thereto; reduce travel; renegotiate rent; reduce personal services line through vacancies, retirements, reallocation of duties, furloughs and layoffs.

6) What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?

ANSWER: We have no assets that may be leased or sold.

# **Department of Human Rights**



CHESTER J. CULVER  
GOVERNOR

PATTY JUDGE  
LT. GOVERNOR

WALTER REED, JR.  
DIRECTOR

DIVISIONS OF:  
COMMUNITY ACTION AGENCIES  
CRIMINAL & JUVENILE JUSTICE PLANNING  
DEAF SERVICES  
LATINO AFFAIRS  
PERSONS WITH DISABILITIES  
STATUS OF AFRICAN AMERICANS  
STATUS OF WOMEN  
STATUS OF ASIAN-PACIFIC ISLANDERS

February 9, 2009

## MEMO

To: Joe Brandstatter, Legislative Services Agency

From: Joan Moll, Department of Human Rights

RE: Administration and Regulation Appropriations Subcommittee February 2, 2009 Request

Below are the responses to the questions you sent to me on February 2, 2009. The answers are compiled in numeric order by appropriation and the relevant division/commission.

### **Appropriation J71 – Central Administration**

1) How many new full-time employee positions have you added since 2007? **None.**

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Department Director	\$ 93,359	\$ 25,785	Y
Admin. Secretary	\$ 52,915	\$ 13,217	Y
Budget Analyst 4	\$ 77,896	\$ 17,616	Y
Accountant 2	\$ 58,708	\$ 15,728	Y
Accountant 2	\$ 58,760	\$ 17,860	Y
Admin. Assistant 2	\$ 53,186	\$ 19,978	Y
Human Resource Associate	\$ 53,186	\$ 14,086	Y

2) How will you implement the 1.5% across the board cut for FY 2009?



***Operational cost reductions and appropriation transfers between DHR divisions.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***Appropriation transfers between DHR divisions.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***The Division of Central Administration would be forced to eliminate one-half to one FTE or distribute operational costs over the other divisions. This may force reductions in their staff numbers.***

---

**Appropriation J73 – Iowans of Asian and Pacific Islander Heritage**

1) How many new full-time employee positions have you added since 2007?

***Funding for a support position was added in SFY2009, but the FTE level for the division was not increased. It remains at 1.00 FTE.***

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Division Administrator	\$ 61,532	\$ 15,185	Y
Program Planner 1	\$ 38,265	\$ 10,710	Y

2) How will you implement the 1.5% across the board cut for FY 2009?

***Appropriation transfers between DHR divisions.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***Appropriation transfers between DHR divisions.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***The Division on the Status of Iowans of Asian and Pacific Islander Heritage would be forced to eliminate the additional funding appropriated for the program planner 1 support staff member.***

---

#### **Appropriation J74 – Deaf Services**

1) How many new full-time employee positions have you added since 2007?

***None.***

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Division Administrator	\$ 68,434	\$ 22,499	Y
Disability Consultant	\$ 57,616	\$ 19,111	Y
Disability Consultant	\$ 53,260	\$ 16,377	Y
Disability Consultant	\$ 44,574	\$ 16,193	Y
Account. Clerk 2	\$ 20,748	\$ 11,129	Y - .50 FTE
Secretary 2	\$ 17,067	\$ 4,949	N - .50 FTE N - Vacant
Program Planner 2	\$ 42,029	\$ 12,189	one year +

2) How will you implement the 1.5% across the board cut for FY 2009?

***Carryover of SFY2008 funding for training and technology will be reduced.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***Carryover of SFY2008 funding for training and technology will be further reduced.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***Deaf Services would be forced to eliminate or reduce the full-time program planner 1 FTE.***

---

#### **Appropriation J75 – Persons with Disabilities**

1) How many new full-time employee positions have you added since 2007?

***None.***

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Division Administrator	\$ 61,270	\$ 21,300	Y
Disability Consultant	\$ 57,616	\$ 15,922	Y
Disability Consultant	\$ 53,260	\$ 22,168	Y

2) How will you implement the 1.5% across the board cut for FY 2009?

***Operational cost reductions and appropriation transfers between DHR divisions.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***Appropriation transfers between DHR divisions.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***The division would be forced to reduce a state-funded disability consultant FTE.***

---

### **Appropriation J76 – Latino Affairs**

2) How many new full-time employee positions have you added since 2007?

***None.***

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

<b>Position</b>	<b>Salary</b>	<b>Fringe Benefits</b>	<b>Filled</b>
<b>Division Administrator</b>	<b>\$ 58,352</b>	<b>\$ 12,818</b>	<b>N – Vacant since 9/2008</b>
<b>Program Planner 1</b>	<b>\$ 35,818</b>	<b>\$ 13,576</b>	<b>Y</b>
<b>Secretary 1</b>	<b>\$ 26,353</b>	<b>\$ 13,260</b>	<b>N = Vacant since 1/2008</b>

2) How will you implement the 1.5% across the board cut for FY 2009?

***Vacancy savings from unfilled positions.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***Vacancy savings from unfilled positions.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***The division would be forced to reduce the secretary 1 FTE to .50.***

---

### **Appropriation J77 – Division on the Status of Women**

3) How many new full-time employee positions have you added since 2007?

**None.**

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Division Administrator	\$ 54,096	\$ 20,120	Y
Program Planner 2	\$ 56,160	\$ 18,613	Y
Admin. Assistant 2	\$ 37,960	\$ 17,983	Y

2) How will you implement the 1.5% across the board cut for FY 2009?

***Eliminated division administrator's out of state travel to national conference on women and science (Washington, D.C.). Expenses for office supplies, a software purchase and associated staff training, commissioner and staff in-state travel will be reduced.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***The remaining cuts will have to come from areas that affect the most basic functions of our work as an advocacy agency—communication to our constituency, partner organizations, commissioners and legislators. It will be necessary to cut the remaining balance of training funds intended for domestic violence/sexual assault awareness and training (\$4,900). Line items which include printing, copies, phone usage, listserv charges and in-state travel will be significantly impacted. Additionally, this impact is made more severe because so much of our communication occurs during the last two quarters of the Fiscal Year, i.e. during the Legislative session.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

**None.**

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***In August of 2008, the Commissioners adopted a new strategic plan for the Iowa Commission on the Status of Women. This plan clearly re-focused the mission of the Iowa Commission on the Status of Women to championing the success and well-being of women and girls in Iowa through responsive advocacy. The Commissioners made clear that their intent is to focus ICSW resources on the development of policy and strategic alliances as the best way to have the greatest positive impact for women, girls and the State of Iowa. This is a shift away from expending resources for direct service grant programs that, although very meaningful to the participants, had a very limited geographic and economic benefit.***



**To accommodate an additional 10% cut on top of the 1.5% cut already applied during FY 2009, we would make the following changes to our FY 2010 budget:**

- 5) Discontinue \$13,000 grant to ICASA for training**
- 5) Discontinue \$13,000 grant to ICADV for training**
- 5) Cut the \$14,000 appropriation designated to provide training and awareness on the issues of domestic violence and sexual assault.**

**Our #1 priority is to provide responsive advocacy, policy development and the creation of strategic alliances for women and girls in Iowa. The basic nature of our work is communication with legislators, constituents, and other agencies. Therefore, we cannot cut any deeper into line items that provide staff salary/benefits, communications (phone/IT), printing or travel.**

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**Appropriation J78 – Division on the Status of African Americans**

- 1) How many new full-time employee positions have you added since 2007?

**None.**

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Division Administrator	\$ 58,352	\$ 21,704	Y
Program Planner 2	\$ 53,082	\$ 20,527	Y

- 2) How will you implement the 1.5% across the board cut for FY 2009?

**Carryover of SFY2008 funding for training and technology will be reduced.**

- 3) How will you implement the Governor's recommended deappropriation for FY 2009?

**Carryover of SFY2008 funding for training and technology will be further reduced.**

- 4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

**None.**

- 5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***The division would be forced to reduce the full-time program planner 2 position to a .88 FTE and eliminate funding for MLK commemorative ceremonies.***

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**Appropriation J79 – Criminal and Juvenile Justice Planning**

1) How many new full-time employee positions have you added since 2007?

***None.***

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

Position	Salary	Fringe Benefits	Filled
Division Administrator	\$ 82,750	\$ 21,335	Y
Info Tech Specialist 5	\$ 89,700	\$ 25,286	Y
Info Tech Specialist 5	\$ 80,517	\$ 20,393	Y
Info Tech Specialist 5	\$ 80,746	\$ 26,357	Y
Info Tech Specialist 5	\$ 73,756	\$ 15,944	Y
Executive Officer 3	\$ 89,710	\$ 22,972	Y
Executive Officer 3	\$ 85,488	\$ 29,152	Y
Budget Analyst 2	\$ 58,760	\$ 21,912	Y
Stat. Research Analyst 3	\$ 15,979	\$ 4,176	Y
Admin. Secretary	\$ 39,686	\$ 15,592	Y
Program Planner 2	\$ 19,365	\$ 7,425	Y
Program Planner 3	\$ 67,517	\$ 20,469	Y
Justice Systems Analyst	\$ 49,878	\$ 10,885	Y

2) How will you implement the 1.5% across the board cut for FY 2009?

***SFY2008 carryover funding for training and technology will be reduced.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***SFY2008 carryover funding for training and technology will be further reduced.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***CJJP's budget request for FY10 is already more than ten percent less than the FY09 request because no additional funds are being sought to develop CJIS.***

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### **Appropriation J85 – Division of Native American Affairs**

1) How many new full-time employee positions have you added since 2007?

***None.***

Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

***None.***

2) How will you implement the 1.5% across the board cut for FY 2009?

***Expenditure reductions.***

3) How will you implement the Governor's recommended deappropriation for FY 2009?

***Expenditure reductions.***

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

***None.***

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

***It may be necessary to conduct one commission meeting by teleconferencing to reduce travel expenditures.***

No division within the Department of Human Rights has assets that could be leased or sold or services that could be competitively sourced.

# **Governor's Office of Drug Control Policy**



## **Governor's Office on Drug Control Policy**

1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

No new FTE positions have been added since 2007. One of three vacant positions was filled in September 2007, bringing the total number of FTEs in our office to eight. No new FTE positions have been created at ODCP since before 2000, and no funding exists for the two remaining vacant positions. The position filled in 2007 is that of Executive Officer 2, with a current annualized salary of \$52,644.80, plus benefits.

2) How will you implement the 1.5% across the board cut for FY 2009?

A reduction to ODCP operating budget and Drug Task Forces has been implemented ATB.

3) How will you implement the Governor's recommended deappropriation for FY 2009?

Unknown

4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

It's our understanding that on this matter the Governor's Office has claimed executive privilege, a position—with due respect—we are compelled to honor.

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

We are now considering how we would comply with the 6.5% reduction recommended by the Governor, and have not yet contemplated other scenarios. Without doubt, given the size and nature of ODCP's state budget, a 10% cut would force a reduction in service, including a reduction in Drug Task Force personnel.

6) What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced?

NA

# **Department of Inspections and Appeals**

## Response to the Administration and Regulation Appropriations Subcommittee

1. How many new full-time employee positions have you added since 2007? See attached spreadsheet. Also, all positions were filled.
2. How will you implement the 1.5% across the board cut for FY09?
  - a. Reduce use of temporary staff and interns
  - b. Reduce training/conferences/presentations
  - c. Delay technology projects
  - d. Delay filling vacant positions
  - e. Delay replacement of equipment, such as computers, printers, copiers, scanners
  - f. Reduce postage expenses by looking at alternative methods for getting information to staff and customers
  - g. Utilize website to share public information rather than print and distribute hard copies
  - h. Review memberships and subscriptions for elimination
  - i. Utilize technology to submit or distribute reports electronically rather than hard copy
3. How will you implement the Governor's recommended de-appropriation for FY09? We are in the process of analyzing these additional amounts to determine how to address.
4. Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008. Although Executive Privilege must be honored, see #2 above.
5. If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important. We are currently looking at available options, including delay in filling vacancies, reassignment of responsibilities, reductions in force, Code changes to reduce statutory mandates, and other funding sources. We will provide the Subcommittee with our suggestions when decisions have been made.
6. What assets does your department have that can be leased or sold? None
7. What services do you provide that could be competitively sourced? None

Positions Added in FY08 and FY09 for the Department of Inspections and Appeals				
Classification	Fiscal Year	Hire Salary	Additional Information	Funding Source
Environmental Specialist (4.00	FY08	Range of \$37,752.00 to \$50,606.40	Polk and Jasper Counties returned their contracts to do food inspections back to the state. Code language allowed for the fees to be retained by DIA and used to hire state staff to cover. Staff was actually hired in FY07 under this Code language. For FY08, the fees were deposited in the General Fund and DIA received an appropriation to cover the authorized FTE.	Funding offset 100% by Fees
Investigator 2	FY08	\$36,462.40	EBT - Food Assistance Investigations	Funded by DHS
ITSW1	FY08	\$22,609.60	EBT - Food Assistance Investigations	Funded by DHS
Adult Services Monitor (2.00 FTE)	FY08	Range of \$46,612.80 to \$72,176.00	Converted Merit Resources positions to FTE - Assisted Living	Senior Living Trust
Health Facilities Officer 1	FY08	\$79,185.60	Assisted Living	Senior Living Trust
Health Facilities Officer 1	FY08	\$53,456.00	Long-Term Care	No additional state funds used - Federal Dollars maximized
Health Facilities Surveyor (6.00	FY08	\$46,612.80	Complaint Investigations	Same as above
ITSW2	FY08	\$25,584.00	Direct Care Worker Registry customer service and data entry	Same as above
Program Planner 3	FY08	\$62,483.20	Targeted Small Business Certification established as part of a bill to promote and enhance targeted small businesses in the state	General Fund
Secretary 1 (0.75 FTE)	FY08	\$21,590.40	Child Advocacy Board expansion to statewide	General Fund
Program Planner 2 (5.25 FTE)	FY08	Range of \$20,217.60 to \$30,326.40	Child Advocacy Board expansion to statewide	General Fund
ITSW2	FY09	\$25,584.00	Converted Merit Resources position to FTE for processing indigent defense claims in State Public Defender Office	No additional state funds used
ITSW1	FY09	\$23,296.00	Scanning records for Health Facilities	No additional state funds used - Federal Dollars maximized
Health Facilities Officer 1 (2.00	FY09	Range of \$55,036.80 to \$74,339.20	Training Office for Surveyors, Monitors and other Health Facilities Staff and Compliance Enforcement	Same as above
Health Facilities Surveyor (5.00	FY09	Range of \$48,006.40 to \$48,713.60	Complaint Investigations	Same as above
Investigator 2 (MFCU)	FY09	\$38,688.00	Medicaid Fraud and Dependent Adult Abuse Investigations	Same as above
AA 2 (MFCU)	FY09	\$36,171.20	Staff support for Medicaid Fraud and Dependent Adult Abuse Investigations	Same as above
AA 2 (Admin Hearings)	FY09	\$42,827.20	Staff support for Administrative Law Judges conducting contested case hearings under Iowa Code chapter 17A	No additional state funds used - existing dollars maximized
EO 2 (Indian Gaming)	FY09	\$55,057.60	Tribal Gaming Compact Compliance	No state funds - regulatory assessment from the Tribes

# **Department of Management**



## Department of Management

1) How many new FTE positions have you added since 2007? Provide a listing of all FTE positions, complete with job titles, salary and benefits for the position and whether the position is filled. If it is not filled, how long has the FTE position been open?

One new FTE was added in FY 07. The position of State Appeal Board Risk Manager was filled in June 2008. FY 09 salary and benefits of \$86,905 are projected and will be paid from State Appeal Board funds.

2) How will you implement the 1.5% across the board cut for 2009 (\$50,842)?

Partial year vacancies FY 09, included reclassification/downgrade. These vacancies no longer exist as positions were refilled.

Eliminate budgeted retirement payout

3) How will you implement the Governor's recommended deappropriation for FY 2009?  
SEE ABOVE

4) Provide us with the list of suggested cuts you provided to the Governor in the Fall of 2008? (\$67,926)

Hiring freeze, out-of state travel freeze, limit purchases to essentials

5) If you were forced to cut your budget by 10.0% (\$337,238) what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department?

### PERSONNEL SAVINGS

Attrition or layoff of up to two professional staff	\$152,700
Hiring freeze	\$118,000
3 furlough days for each employee	\$26,400

### OPERATIONAL SAVINGS

Eliminate out of state travel and reduce in-state travel	\$13,000
Discontinue participation in E Civis contract	\$10,000
Equipment and supplies reduction	\$10,000
Reduce printing and copying expenses	\$7,138

5. What assets does your department have that can be leased or sold?

NA

6. What services do you provide that could be privatized outsourced?

NA

# **Department of Revenue**

To: Joe Brandstatter, Legislative Service Agency  
From: Mark Schuling, Director  
Date: February 9, 2009  
Re: Iowa Department of Revenue Recommendations for Budget Savings

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## **Iowa Department of Revenue**

The Department currently has 380 employees and the responsibility for raising revenue to support State operations. The Department in FY08 processed over \$7 billion in taxes including raising \$172 million from collection activities. The number of employees in 2000 was 466. The number of employees has been downsized by 18% to 380 over the last 9 years.

### Property Tax Division

The Department has assessment and assessment administration responsibilities.

- The Division assesses more than 279 utility and railroad properties each year. The assessments on these utility and railroad properties exceeded \$4 billion in FY08. Taxes raised from these properties are estimated at \$140 million.
- The Department assesses an excise tax imposed on 163 gas and electric utilities as a replacement for the property tax. The excise tax certified to local assessors in FY08 totaled \$145.8 million.
- The Division assists assessors and boards of review in properly assessing properties equitably across Iowa, and administers credits and exemptions to property owners. Taxes raised locally from these assessments in FY08 are estimated at \$3.66 billion.

The Department has twenty employees in its Property Tax Division. The number of employees in the Property Tax Division in 2000 was twenty-one. This Division has been downsized by 5% in 9 years.

### Processing, Examination, Auditing, and Collection Divisions

The Department is responsible for twenty different taxes. State government depends on the Department to collect, process and timely deposit taxes to provide the funds they use to operate. The Department deposits over 90% of the State's appropriable receipts. In FY08, the Department's gross tax collections were \$7.8 billion. The Department refunded \$700 million.

The Department has 360 employees in these divisions dedicated to fulfilling these responsibilities. The number of employees 2000 was 445. The number of employees has been downsized by 19% to 360 in 9 years.

The Department fulfills these responsibilities by:

- Receiving and processing over 5.3 million tax returns and payments from taxpayers each year.
- Examining and auditing returns covering taxes established by Iowa law. The Examination and Audit sections determine unpaid tax liabilities and bills for the correct amount of tax. Over \$140 million was collected from examination, refund denials, and audit activities in FY08.
- Collecting outstanding tax obligations. In FY08, the Department collected \$143.4 million in accounts receivable.
- Collecting for other state agencies. The Department collected \$28.7 million in FY08 for the Iowa Judicial Branch, Department of Human Services and Department of Natural Resources.
- Exercising prudent money management principles. By depositing revenues as quickly as possible, the Department maximizes investment proceeds and cash flow, as well as facilitating more accurate accounting. Timely deposit of revenues also ensures that funds are available for continued government operations. The Department also processes refunds timely to avoid the unnecessary payments of interest.

### Budget Reductions

The Department is a revenue generator. In FY08, the Department processed over \$7 billion in taxes including \$172 million from collections. The current economic situation will reduce revenues. A reduction in Department staffing will reduce revenues even further. When positions remain vacant or are reduced, the decrease to the State's revenue far exceeds the savings.

The Department proposes an increase in Revenue Examiner positions to address its budget shortfall and to support existing State revenues. The Department proposes adding four Revenue Examiner positions. These positions will be able to generate an additional \$2.2 million. The estimated cost of these positions is \$220,000. The increased revenue to the State would be approximately \$2 million annually. This increased revenue could fund the Department's reduction and allow the Department to maintain staff to support existing State revenues.

A similar proposal by the Department was enacted through an approved budget offer funded in HF874 for FY2008 that increased annual revenues to the State by over

\$4.6 million. Thirteen positions were created at a cost of \$790,000. The increased net revenue to the State exceeds \$3.8 million annually.

Alternatively, the Department will account for budget savings knowing that greater reductions in staff will result in state revenue reductions exceeding the expense savings from the Department. The Department will plan for budget savings in a way that minimizes the impact on revenue collection.

#### FY09 Reductions

In the current fiscal year, the Department is reducing in the following areas.

##### Salary Savings

Salary savings will be realized by not filling known retirements or other vacancies for the balance of the fiscal year and by managing overtime to reduce costs for work outside of the normal work hours.

##### Out of State Travel Savings

The Department will manage out of state travel to reduce or eliminate planned travel.

##### ITE Reimbursements

The Department will manage expenditures for DAS-ITE services to realize savings available from revised service rates.

##### IT Outside Services

The Department will realize savings by reducing contracts for outside IT contractors.

##### IT Equipment and Software

The Department will delay and eliminate planned purchases of replacement desktop hardware, switches and server replacements.

In addition, the Department is looking at all expenditures to determine variable costs that can be reduced. For example:

- Advertising expenses will be reduced because we are not filling positions.
- We will be reviewing all phone services to identify areas of potential savings.
- We are formulating ways to reduce spending on office supplies.
- We are reviewing our printing costs to determine how we can print and provide tax forms more cost-effectively.
- We are also reviewing in-state travel expenses for areas of potential savings while recognizing certain travel is necessary for the completion of audits and collection of taxes.

## FY10 Reductions

For a 10% reduction, we would first review our non-staff budget items to determine if there was additional potential for reduction. If no further reductions were possible and our salary savings were not sufficient to meet the level of reduction, we would look at staff reductions for any further reductions that were required. Since the Department's activities center around the collection of taxes, all areas of the Department would be impacted by staff reductions including processing, examination, auditing, and collection.

The Department does not have any assets that can be leased or sold. Our services are centered on the processing and collection of taxes and assisting local governments in conducting fair and compliant property assessments. These functions and activities do not lend themselves to out-sourcing.

## Department Positions

The Department added thirteen positions through an approved budget offer funded in HF874 for FY2008 that increased annual net revenues to the State by more than \$3.8 million (Table 1). Ten positions were created by the Department in FY2008 (Table 2). Twenty-five positions were deleted by the Department in FY2007 and FY2008.

Table 1

HF874 Positions Created	Created	Filled	Projected FY09 Salaries and Benefits
Information Technology Specialist 4	03/09/07	06/29/07	92,912
Revenue Agent 1	04/06/07	05/04/07	62,621
Revenue Examiner 1	04/06/07	06/29/07	51,575
Revenue Examiner 1	04/06/07	06/29/07	53,627
Revenue Examiner 1	04/06/07	06/29/07	55,307
Revenue Examiner 1	04/06/07	06/29/07	58,878
Executive Officer 3	04/06/07	08/24/07	106,593
Revenue Agent 1	05/18/07	06/29/07	40,072
Statistical Research Analyst 3	06/15/07	07/27/07	63,099
Statistical Research Analyst 3	06/15/07	07/27/07	65,604
Information Technology Specialist 4	04/18/08	07/11/08	93,125
Information Technology Specialist 4	04/18/08	Not filled	
Information Technology Specialist 4	07/25/08	12/12/08	46,780
TOTAL FY09 Cost			790,193

Table 2

FY2008 Positions Created	Created	Filled	Projected FY09 Salaries and Benefits
Revenue Examiner 1	06/29/07	08/10/07	45,000
Public Service Executive 3	07/27/07	10/05/07	113,028
Revenue Examiner 1	08/10/07	10/05/07	49,684
Revenue Examiner 3	08/10/07	10/19/07	67,094
Revenue Examiner 3	08/10/07	10/19/07	71,441
Revenue Auditor 3	12/28/07	02/08/08	82,358
Property Appraiser 3	04/04/08	07/11/08	70,180
Paralegal	05/02/08	08/18/08	48,283
Technical Tax Specialist 1	05/02/08	11/28/08	36,633
TOTAL FY09 Cost			583,701

### **Property Assessment Appeal Board**

The Property Assessment Appeal Board was created January 1, 2007, by Iowa Code §421.1A. The Board consists of three members appointed by the Governor. The Board is established within the Department of Revenue for administrative and budgetary purposes. The Property Assessment Appeal Board has six employees. The sixth position, Attorney 1, was created and filled in October 2008.

Cc: Victoria Daniels  
Roger Stirler



**Treasurer of State**

## **Treasurer of State**

1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

TOS has not added any new positions since 2007.

2) How will you implement the 1.5% across the board cut for FY 2009?

Cuts in FY09 will be funded by cutting part-time and overtime hours and decreasing planned spending on travel, supplies, postage, and equipment.

3) How will you implement the Governor's recommended de-appropriation for FY 2009?

Cuts in FY09 will be funded by cutting part-time and overtime hours and decreasing planned spending on travel, supplies, postage, and equipment.

4) Provide us with the list of suggested cuts you provided the Governor in the fall of 2008. n/a

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

An additional 10% cut to our FY10 appropriation would be borne by our employees in the form of 2-3 layoffs.

6) What assets does your department have that can be leased or sold? What services do you provide that could be competitively sourced? None

**IPERS**

## **Iowa Public Employees Retirement System**

1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

No new FTEs. Our authorized FTE level has been 95.13 for several years. This level includes board members.

I reattached information sent in December with a column added for the date the position became vacant. We have filled three positions in FY2009, one Senior Retirement Benefits Officer, one Administrative Assistant 1, and one Information Technology Specialist 4.

DAS has automated systems to provide salary and benefits information for individuals, and by classification. Although salary and benefits are paid by the Trust Fund, IPERS does not set salary and benefits.

2) How will you implement the 1.5% across the board cut for FY 2009?

IPERS does not receive General Funds and therefore does not participate in across-the-board cuts applied to departments receiving General Funds. IPERS already has cost containment practices in place and monitors performance against industry benchmarks. An independent company, CEM Benchmarking, Inc., compares performance to universal standards. IPERS' costs have been lowest or second to lowest among its peers for five consecutive years.

3) How will you implement the Governor's recommended deappropriation for FY 2009?  
See #2.

4) Provide us with the list of suggested cuts you provided the Governor in the fall of 2008.  
See #2.

5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

IPERS is a fiduciary with a singular job—administer the Trust Fund in the best interests of IPERS members. All responsibilities relate to administering retirement benefits to members, and growing and protecting money in the Trust Fund. We do not perform functions that are not required in order to fulfill this mandate.

6) What assets does your department have that can be leased or sold? None. IPERS owns its building, but any proceeds from a sale must be deposited in the Trust Fund. IPERS then would incur additional expenses to lease office space.

What services do you provide that could be competitively sourced? IPERS already outsources services that are not cost effective to provide internally, including actuarial services, investment management, banking, some communication services, short-term information technology services, and maintenance of building and grounds.

# Lottery

## **Iowa Lottery Authority**

Q1) How many new full-time employee positions have you added since 2007? Provide a listing of all full-time employee positions, complete with job titles, salary, and benefits for the position and whether the position is filled. If it is not filled, how long has the full-time position been open?

A1) The Iowa Lottery has added one full time position since 2007. A listing of Lottery positions is attached.

Q2) How will you implement the 1.5% across the board cut for FY 2009?

A2) The Iowa Lottery does not receive funding from the General Fund but rather, raises proceeds for the General Fund. As such, the Lottery was not subject to the 1.5% cut. Notwithstanding that, the Iowa Lottery has realized and will transfer savings of \$370,000 in FY 2009, which equates to about 3% of the Lottery's operations budget, by deferring the filling of several vacant positions.

Q3) How will you implement the Governor's recommended deappropriation for FY 2009?

A3) The Iowa Lottery does not receive funding from the General Fund, but rather raises proceeds for the General Fund, and as such was not subject to de-appropriation for FY 2009.

Q4) Provide us with the list of suggested cuts you provided the Governor in the Fall of 2008.

A4) A list of suggested cuts was requested from each agency that receives revenues from the General Fund. The Iowa Lottery does not receive funding from the General Fund, but rather raises proceeds for the General Fund; therefore no suggestions were requested by or submitted to the Governor.

Q5) If you were forced to cut your budget by 10 percent, what suggestions would you have to reduce the budget and/or reduce the responsibilities of your department? Please prioritize all responsibilities from most important to least important.

A5) The Lottery would realize savings in FY 2010 by cancelling or deferring planned purchases of business needs. While temporarily deferred, these expenses are operationally significant to raise proceeds for the state. Deferring these expenses would be equivalent to an approximate 4% cut.

The Lottery would look at furloughs, layoffs, not filling vacancies or adding new staff positions. This would be equivalent to an approximate 6% cut. In doing so, the Lottery recognizes and is compelled to inform you that this type of cut will directly affect its ability to raise proceeds for the state. The cuts would limit the Lottery's ability to produce or distribute games causing lost sales and ultimately lost revenue for the state.

The Iowa Lottery is unique among state entities in that it has one mission: to run a lottery. It is impossible to prioritize the essential elements of the lottery performing its one mission. On a daily basis the Lottery must sell tickets, pay prizes, secure games, account for monies, pay bills and keep retailers, players, public officials and citizens informed of lottery activities. All are essential functions that cannot be compromised if the lottery is to maintain the integrity of its games.

Q6) What assets does your department have that can be leased or sold?

A6) Lottery Headquarters Building, 2323 Grand Avenue, Des Moines, Iowa.

If the Lottery sold the building to an investor who would lease it back to the Iowa Lottery, the lottery anticipates it would have to increase its budget by \$426,000 per year.

In the year that the building was sold, the Lottery would have to expense the building's remaining asset value because it would no longer be able to depreciate the value of the building over its useful life. That value is presently about \$1.8 million.

Instant Ticket and Pull-tab Vending Machines.

The machines are 4 years old and will be completely depreciated in FY 2010. There is no market for used vending machines with custom Iowa Lottery logos.

Additionally, if the machines somehow could be sold, the Iowa Lottery would have to purchase or lease replacement machines or stop selling tickets in the 1,200 retail locations that currently have machines.

What services do you provide that could be competitively sourced? There are none.



<b>JOB TITLE</b>	<b>FILLED OR VACANT</b>	<b>SALARY</b>	<b>BENEFITS</b>
Accountant 2	Filled	40,435.20	18,036.52
Accountant 2	Vacant since 2/9/09	38,688.00	18,036.52
Accountant 2	Filled	44,137.60	18,711.64
Accountant 2	Filled	40,435.20	17,840.69
Accountant 2	Filled	40,435.20	18,775.06
Accounting Technician 1	Filled	26,353.60	8,555.12
Accounting Technician 1	Filled	38,376.00	12,861.34
Accounting Technician 1	Filled	38,334.40	18,039.74
Accounting Technician 1	Filled	38,376.00	14,183.92
Accounting Technician 1	Filled	38,376.00	14,106.10
Accounting Technician 2	Filled	44,075.20	17,672.22
Accounting Technician 2	Filled	44,075.20	16,302.73
Accounting Technician 3	Vacant since 9/7/07	34,278.40	17,420.92
Accounting Technician 3	Filled	35,817.60	17,420.92
Clerk Specialist	Filled	28,641.60	16,554.82
Clerk Specialist	Filled	40,185.60	11,070.32
Executive Officer 2	Vacant since 11/18/05	50,377.60	15,342.89
Executive Officer 2	Filled	67,017.60	21,595.78
Executive Officer 2	Filled	55,432.00	24,257.82
Executive Officer 4	Vacant since 12/13/07	71,864.00	22,693.36
Human Resource Associate	Filled	53,185.60	15,342.89
Information Specialist 1	Filled	39,915.20	14,511.81
Information Specialist 2	Filled	55,848.00	24,082.79
Information Technology Administrator 3	Filled	112,444.80	29,429.28
Information Technology Specialist 4	Filled	77,896.00	23,499.54
Information Technology Specialist 5	Filled	84,572.80	23,070.35
Information Technology Specialist 5	Filled	89,710.40	28,756.61
Information Technology Specialist 5	Filled	89,710.40	21,421.86
Information Technology Specialist 5	Filled	89,710.40	25,444.73
Information Technology Specialist 5	Filled	89,710.40	28,745.86
Information Technology Specialist 5	Filled	84,801.60	19,707.44
Information Technology Support Worker 4	Filled	42,182.40	14,546.51
Investigator 3	Filled	53,393.60	20,340.28
Investigator 3	Filled	64,521.60	25,631.21
Investigator 3	Filled	64,521.60	18,700.26
Investigator Supervisor	Filled	67,516.80	20,989.56
Key Account Executive	Filled	61,297.60	18,500.77
Lottery Assistant Vice President of Legal Affairs	Filled	86,507.20	23,708.95
Lottery Chief Executive Officer	Appointed 2/4/09	170,000.00	22,000.00
Lottery Communications Coordinator	Filled	77,896.00	26,516.24
Lottery District Sales Representative	Filled	53,195.60	13,938.46

<b>JOB TITLE</b>	<b>FILLED OR VACANT</b>	<b>SALARY</b>	<b>BENEFITS</b>
Lottery District Sales Representative	Filled	41,288.00	21,483.94
Lottery District Sales Representative	Filled	41,288.00	17,983.83
Lottery District Sales Representative	Filled	50,793.60	18,812.65
Lottery District Sales Representative	Filled	53,185.60	16,244.36
Lottery District Sales Representative	Filled	53,185.60	19,971.93
Lottery District Sales Representative	Filled	46,883.20	22,124.16
Lottery District Sales Representative	Filled	53,185.60	15,075.30
Lottery District Sales Representative	Filled	53,185.60	20,035.94
Lottery District Sales Representative	Vacant since 07/13/06	36,171.20	13,987.65
Lottery District Sales Representative	Filled	36,171.20	13,987.65
Lottery District Sales Representative	Filled	53,185.60	23,536.32
Lottery District Sales Representative	Filled	53,185.60	23,786.77
Lottery District Sales Representative	Filled	48,984.00	18,640.81
Lottery District Sales Representative	Filled	53,185.60	23,886.21
Lottery District Sales Representative	Filled	53,185.60	23,831.53
Lottery District Sales Representative	Filled	53,185.60	17,950.09
Lottery District Sales Representative	Filled	53,185.60	22,812.73
Lottery District Sales Representative	Filled	53,185.60	23,878.15
Lottery District Sales Representative	Filled	53,185.60	16,673.08
Lottery District Sales Representative	Filled	53,185.60	20,404.63
Lottery District Sales Representative	Filled	53,185.60	16,503.88
Lottery District Sales Representative	Filled	53,185.60	20,259.40
Lottery District Sales Representative	Filled	41,288.00	14,587.30
Lottery District Sales Representative	Filled	53,185.60	23,645.63
Lottery District Sales Representative	Filled	53,185.60	20,052.30
Lottery District Sales Representative	Filled	53,185.60	16,299.48
Lottery District Sales Representative	Filled	53,185.60	22,767.89
Lottery District Sales Representative	Filled	53,185.60	23,843.16
Lottery District Sales Representative	Filled	53,185.60	23,655.90
Lottery District Sales Representative	Filled	53,185.60	22,743.51
Lottery District Sales Representative	Filled	52,644.80	19,695.24
Lottery District Sales Representative	Filled	41,288.00	17,201.82
Lottery District Sales Representative	Filled	43,139.20	18,243.58
Lottery District Sales Representative	Filled	53,185.60	20,032.19
Lottery District Sales Representative	Filled	53,185.60	19,981.26
Lottery District Sales Representative	Filled	53,185.60	16,255.42
Lottery District Sales Representative	Filled	53,185.60	20,441.85
Lottery District Sales Representative	Filled	53,185.60	19,545.52
Lottery District Sales Representative	Filled	43,139.20	22,166.71
Lottery District Sales Representative	Filled	53,185.60	19,932.38
Lottery District Sales Representative	Filled	53,185.60	20,014.59

<b>JOB TITLE</b>	<b>FILLED OR VACANT</b>	<b>SALARY</b>	<b>BENEFITS</b>
Lottery Executive Secretary	Filled	58,947.20	23,420.14
Lottery Public Affairs Manager	Filled	71,234.80	18,373.95
Lottery Regional Sales Manager	Filled	77,896.00	18,666.39
Lottery Regional Sales Manager	Filled	77,896.00	23,223.20
Lottery Regional Sales Manager	Filled	77,896.00	23,497.18
Lottery Regional Sales Manager	Filled	77,896.00	19,676.11
Lottery Regional Sales Manager	Filled	77,896.00	27,014.57
Lottery Regional Sales Manager	Filled	77,896.00	23,217.22
Lottery Vice President Chief Operating Officer	Filled	143,686.40	27,420.77
Lottery Vice President External Relations	Filled	117,660.66	22,894.78
Lottery Vice President Finance	Vacant since 09/18/08	135,848.00	22,483.00
Lottery Vice President Marketing	Filled	117,665.60	27,733.41
Lottery Vice President Sales	Filled	117,660.66	24,176.11
Lottery Vice President Security	Vacant since 07/25/08	129,948.00	21,683.00
Paralegal	Vacant since 07/1/05	34,278.40	17,431.38
Public Service Executive 1	Vacant since 8/3/00	44,366.40	18,843.70
Public Service Executive 2	Filled	77,896.00	23,285.71
Public Service Executive 4	Filled	102,294.40	26,550.99
Purchasing Agent 2	Filled	58,760.00	17,062.61
Secretary 1	Filled	37,107.20	17,348.20
Secretary 1	Filled	38,376.00	12,821.59
Secretary 1	Filled	35,859.20	13,943.97
Secretary 1	Filled	38,376.00	13,505.26
Secretary 1	Filled	28,766.40	16,343.68
Secretary 2	Filled	44,075.20	12,033.09
Secretary 2	Filled	44,075.20	22,036.15
Statistical Research Analyst 2	Filled	48,360.00	12,591.38
Storekeeper 2	Filled	36,483.20	17,705.68
Storekeeper 2	Filled	36,483.20	17,428.72
Storekeeper 2	Filled	36,483.20	12,521.75
Storekeeper 2	Filled	36,483.20	21,190.38
Storekeeper 2	Filled	27,643.20	19,010.40
Storekeeper 2	Filled	36,483.20	13,905.15
Storekeeper 3	Filled	48,318.40	15,617.72
Transport Driver	Filled	40,185.60	16,848.79
Utility Worker	Filled	27,435.20	12,631.55
<b>TOTALS</b>		<b>6,848,326.92</b>	<b>2,305,478.25</b>